

Registration Form

Name _____

Title _____

Organization _____

Address _____

_____ PCode _____

Ph: _____

Fax: _____

Email: _____

Fees: GST Registration # 899755334RT

January 28, 2004 8:00 a.m. to 4:30 p.m.

Cancellation deadline: January 20, 2004

Fee includes resource materials, refreshments and light lunch.

— Member \$ 139.10 (includes \$9.10 g.s.t.)

— Non-member \$ 160.50 (includes \$ 10.50 g.s.t.)

March 4, 2004 8:00 a.m. to 12:00 Noon

Cancellation deadline: February 25, 2004

Fee includes resource materials and refreshments.

— Member \$69.10 (includes \$4.95 g.s.t.)

— Non-member \$80.25 (includes \$5.25 g.s.t.)

March 11, 2004 8:00 a.m. to 12:00 Noon

Cancellation deadline: March 3, 2004

Fee includes resource materials and refreshments.

— Member \$69.10 (includes \$4.95 g.s.t.)

— Non-member \$80.25 (includes \$5.25 g.s.t.)

Method of Payment: ___Cheque enclosed

___VISA ___MasterCard ___AMEX

Card # _____

Card Holder's Name _____

Expiry Date _____

Signature _____

Please send a separate form for each registrant – make as many copies as you need.

Fax to (204) 949-4990 or register online at www.qnet.mb.ca

Cancellations must be received in writing no later than the cancellation deadline indicated beside each event. After that time, the full registration cost will apply and only replacement participants will be accepted. Invoices will be sent for non-attendance.

A registration confirmation will be faxed one week prior to the event with location details.

Environment, Health and Safety

A training initiative of the Manitoba Quality Network Environment, Health and Safety Training Committee in partnership with Manitoba Industry Training Partnerships, Manitoba Advanced Education and Training

Presented by:

Manitoba
Advanced
Education
and Training
Industry Training
Partnerships



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Web: www.qnet.mb.ca

Safety & Health Committees Training

Increased effectiveness— safer workplaces

Wednesday, January 28, 2004

8:00 a.m. to 4:30 p.m.

Location: Winnipeg

Effective functioning— safer workplaces

Thursday, March 4, 2004

8:00 a.m. to 12:00 Noon

Location: Winnipeg

How to conduct effective meetings

Thursday, March 11, 2004

8:00 a.m. to 12:00 Noon

Location: Winnipeg

Presented by:

Manitoba
Advanced
Education
and Training
Industry Training
Partnerships



Safety & Health Committees Training

Who should attend?:

Safety and Health Committee co-chairs; anyone considering the co-chair position.

These sessions will focus on ways **Safety and Health Committee co-chairs** can demonstrate leadership and promote the cause of safety and health in the workplace to the benefit of the employees and company as a whole.

Choose from one full-day session or two half-day sessions to suit your schedule.

One full-day session

Increased effectiveness—safer workplaces

Wednesday, January 28, 2004

8:00 a.m. to 4:30 p.m.

- Roles and responsibilities of the employer, the committee co-chairs, and committee members as identified in current and proposed legislation
- How to identify and define issues and problems to be dealt with by the Safety & Health Committee
- Barriers to consultation and co-operation among employees
- Communication and mediation skills for dealing with employees and supervisors
- Facilitating co-operative decision-making and problem resolution
- Strategies to promote positive personal interaction among committee members
- How to conduct an effective meeting
- How to keep the discussion on topic

Presenter: Norma McCormick

Compliance Consultant, Corporate Health Works

Norma is founder and principal of Corporate Health Works, Inc. She evaluates the impact of health and safety and environmental laws and regulations for organizations in the private and public sectors. She has worked with many safety and health committees in a variety of industry sectors to ensure regulatory compliance.

Two half-day sessions

Effective functioning—safer workplaces

Thursday, March 4, 2004

8:00 a.m. to 12:00 Noon

- Roles and responsibilities of the employer, the committee co-chairs, and committee members as identified in current and proposed legislation
- How to identify and define issues and problems to be dealt with by the Safety & Health Committee
- Barriers to consultation and co-operation among employees
- Communication and mediation skills for dealing with employees and supervisors

How to conduct effective meetings

Thursday, March 11, 2004

8:00 a.m. to 12:00 Noon

- Facilitating co-operative decision-making and problem resolution
- Strategies to promote positive personal interaction among committee members
- How to conduct an effective meeting
- How to keep the discussion on topic