



## Introduction

Welcome to your periodic email with an attached training short(s).

These training shorts can improve safe work habits, productivity, and morale. The shorts cover a wide variety of work-related subjects to assist your organization in preventing injuries.

Interested in more? Contact Bridgett Purpich to see how we can help your business reduce losses, create a pro-active safety culture, and drive down the cost of doing business.

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## This Week's Training Shorts

### **Being a Safety Committee Member - English**

Outlines the roles, requirements, and responsibilities of a safety committee member

[Being a Safety Committee Member - English](#)

### **Being a Safety Committee Member - Spanish**

Outlines the roles, requirements, and responsibilities of a safety committee member

[Being a Safety Committee Member - Spanish](#)

## COI Track Review



COI Track streamlines certificate of insurance management to ensure you minimize risk by maintaining up-to-date vendor records. Avoid the liability from uninsured or under-insured vendors, contractors, suppliers or tenants. Attend the upcoming training to learn more.

- Setting up minimum insurance requirements to compare against your received certificates
- Creating mailing templates and workflows to contact vendors and initiating the workflows
- Adding certificates using the short or long form
- Viewing reports like expired and invalid certificates

Upcoming available date(s):

Tuesday, February 15 at 10:00 AM PDT

[Click to Register](#)

**Risk Management Center Platform Overview**



New to the Risk Management Center and ready to learn more? Attend this training to learn about the general navigation, resources, and setup.

- General navigation and dashboard features
- Risk Management library, My Content, and HR library
- Administration including managing sites, users, roles, and employees
- Training and Support Center

Upcoming available date(s):

Tuesday, February 22 at 10:00 AM PDT

[Click to Register](#)

**Audit Track Review**



Audit Track is a simple-to-use web application that helps organizations create and maintain audits, surveys, and questionnaires. It allows employers to automate and streamline the audit process. Attend the upcoming training to learn more.

- Creating custom audits for your organization
- Deploying in the field and assigning to employees
- Viewing completed audit reports
- Assigning and managing corrective actions

Upcoming available date(s):

Thursday, February 24 at 10:00 AM PDT

[Click to Register](#)

## Risk Management Center



Risk Management Platform



Risk Management Library®



Incident Track®

Use a complete solution to reduce risk and maintain compliance. [View a video](#)



### Audit Track®

Create audits, surveys, questionnaires, and self-assessments. [View a video](#)

Access a bilingual database of risk management resources. [View a video](#)



### Training Track™

Maintain training documentation and automate the employee training process. [View a video](#)

Help prevent near-misses, injuries, and accidents while staying compliant. [View a video](#)



### SDS Track®

Compile your safety data sheets and achieve GHS compliance. [View a video](#)



### BBS Track®

Build job hazard analyses and conduct safety observations. [View a video](#)



### Job Description Track®

Create job descriptions and return-to-work programs. [View a video](#)



### COI Track®

Manage certificates of insurance and avoid liability. [View a video](#)

Training webinars are available! →

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For more information, contact  
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