

The University College of the North (UCN), in partnership with Safety Services Manitoba (SSM), is pleased to offer the following

# Safety Courses

## Train Remotely – Attend **VIRTUAL** Classes with a Live Instructor

Registered students will take this training from their home or workspace. Students will not be attending at one of our UCN campuses or Centres. Handouts and meeting login information will be emailed to registered students by the instructor. Students must have a laptop, tablet or smart phone with reliable internet capable of connecting to remote Zoom with use of microphone and video.

**Date:** Classes will be held over Zoom. All classes run 6:00 pm-9:00 pm.  
Students are asked to login ½ hour prior to class start.

**Course Cost:** As listed in the table below, payable to UCN upon registration.

### Individual Safety Courses - Evening - Safety Services MB

Scheduled Tuesday and Thursday evenings with a live remote instructor

Course Code	Section #	Course Name	Course Hours	Session Dates	Cost	5% GST	Total cost
EXT.1775	SR23	Manitoba Occupational Health & Safety Law	6	09-Sep-21	\$169.00	8.45	177.45
EXT.1030	SR23	Due Diligence	4	14-Sep-21	\$139.00	6.95	145.95
EXT.1031	SR23	Hazard Recognition & COVID 19 safety	4	16-Sep-21	\$139.00	6.95	145.95
EXT.1034	SR23	Workplace Inspections	4	21-Sep-21	\$139.00	6.95	145.95
EXT.0514	SR23	Incident Investigation	6	September 23 & 28, 2021	\$169.00	8.45	177.45
EXT.0526	SR23	Safety & the Supervisor Training	6	September 30 & October 5, 2021	\$239.00	11.95	250.95
EXT.1110	SR23	Safety Committee Basics	6	October 7 & 12, 2021	\$169.00	8.45	177.45
EXT.1771	SR23	Fire Prevention Safety Basics	4	14-Oct-21	\$139.00	6.95	145.95
EXT.0066	SR23	GHS/WHMIS 2015	4	19-Oct-21	\$69.00	3.45	72.45
EXT.0249	SR23	TDG Ground	4	21-Oct-21	\$139.00	6.95	145.95
EXT.1033	SR23	Spill Response	4	26-Oct-21	\$169.00	8.45	177.45
EXT.1770	SR23	Preventing Workplace Violence	4	28-Oct-21	\$139.00	6.95	145.95
EXT.1032	SR23	Lockout/Tagout	4	02-Nov-21	\$139.00	6.95	145.95
EXT.0259	SR23	Fall Protection Theory	6	November 4 & 9, 2021	\$239.00	11.95	250.95
EXT.0256	SR23	Confined Space Theory	6	November 16 & 18, 2021	\$239.00	11.95	250.95
EXT.1773	SR23	Auditing Techniques	18	Nov 23, 25, 30, Dec 2, 7 & 9, 2021	\$699.00	34.95	733.95
EXT.0356	SR32	Industrial Hygiene Basics	6	January 4 & 6, 2022	\$399.00	19.95	418.95
EXT.0309	SR32	Ergonomics	6	January 11 & 13, 2022	\$399.00	19.95	418.95
EXT.0357	SR32	Instructional Techniques/Adult Learning	6	January 18 & 20, 2022	\$399.00	19.95	418.95

**To register or for further information  
Contact Lindsay Cook at 204-734-4419 or lcook@ucn.ca**

The fee must accompany the registration form in order for your seat to be held. Pay by cash, check, Purchase Order, ATI, TAN, MasterCard/Visa. Courses are subject to cancellation due to insufficient enrolment. Refund Policy: 100% refund will be issued if course is cancelled by UCN. If student wishes to withdraw, a refund will be issued providing the original receipt and voluntary withdrawal form are submitted to UCN 5 business days prior to first day of class.

Further information and course offerings can be found at [ucn.ca/cis](http://ucn.ca/cis)



## Health and Safety Course Descriptions

### **Manitoba Occupational Health & Safety Law**

This course will assist the participant to understand the contents of the Manitoba Workplace Safety and Health Act and Regulations. This course will also assist the participant to link Manitoba legislation to other relevant legislations, standards and the Criminal Code of Canada.

### **Due Diligence**

This course provides a basic understanding of due diligence and how it works for you and your organization. It covers the rights and responsibilities of all employees/employers in the workplace and what they mean, and provides participants with an overview of Manitoba's health and safety law as well as the criminal code of Canada.

### **Hazard Recognition & COVID-19 Safety**

Teaches participants the fundamentals of how to identify hazards in the workplace, rate the risk of the hazards identified, and recommend controls to eliminate or minimize the risks of these hazards using various tools developed by safety professionals.

### **COVID -19 Safety**

COVID-19 transmission/Symptoms of COVID-19/Vulnerable populations/Tips for preventing illness such as:Physical distancing/Self-isolation/Proper hand washing techniques/Wiping down high-traffic surfaces/Sick plans/Preventing the spread of illness in the workplace/Tips for employers/Worker rights

### **Inspections/Workplace Inspections**

This course focuses on the importance of formal and informal inspection techniques and the need to identify the hazards within the workplace. Once the hazards are identified, the student will be taught proper ways to eliminate or control the hazard through corrective actions and recommendations.

### **Incident Investigation**

How to conduct an incident investigation at your workplace. It includes techniques for information gathering and scene preservation, how to interview witnesses and preparing the report. This course will teach participants the fundamental methods for preventing repeat incidents in your workplace.

### **Safety & the Supervisor Training**

This course uses learning techniques developed to maximize broaden the knowledge of safety system, roles and responsibilities. This course is designed for those who will be managing, supervising and directing a company's health and safety program and its employees. Measuring, maintaining and developing OH&S management systems are required skills of the supervisor. Topics include the guiding principles of safety management systems, legislated rights and responsibilities.

### **Safety Committee Basics**

Your safety committee may be ineffective unless members understand their role and carry out their individual responsibilities. The safety committee can be a "profit center" activity: As a fact-gathering, problem-solving team of motivated members, the safety committee has the potential to help save lives and money. This course will give the students the effective tools and skills to perform these tasks and add value to the safety committee structure.

### **Fire Prevention Safety Basics**

Fire Extinguisher Theory/Classification of Fires/Fire Decision Skills/Small Fire Protocol/What to do in the event of a fire/Fire Prevention/Reporting an Emergency.

**GHS/WHMIS 2015** This program teaches participants how to identify hazardous products, control hazards from these products, and safely handle controlled products.

**TDG Ground** This course provides the necessary tools to ensure all drivers, shippers, and receivers learn appropriate handling and ensure legal responsibilities are understood and fulfilled. This

course will also teach participants the appropriate response techniques in emergency situations such as spills or accidents.

### **Spill Response**

Safety Services Manitoba's Spill Response training provides students with the most current legislative information including industry best practices. Learn the basics in spill response. This course will identify best practices and products available and assist participants in generating a spill response plan for their organization.

### **Preventing Workplace Violence**

Understanding of workplace violence/Understanding of legislation and responsibilities regarding workplace violence/Assessing the risk of violence/Controlling hazards and risks/Developing and implementing violence prevention and control plans/Monitoring and follow-up

### **Lockout/Tagout**

This program teaches participants how to identify and control all potential energy sources that may result in injury if not locked out. Students will learn how to use different types of devices that may be required to lock equipment out.

### **Fall Protection Theory**

This program teaches participants how to exercise the hierarchy of controls including fall prevention, fall restraint, and fall arrest as each situation will be different when working at heights. Students will learn how to inspect fall protection equipment, how to don a harness.

### **Confined Space Theory**

The course will address the hazards associated with confined spaces and it will outline the duties and responsibilities of all members of a confined space entry team, emergency rescue procedures, and plan development.

### **Auditing Techniques**

Auditing theory/Regulations and application/Documentation, Due Diligence, Compliance and Planning/Learn how to Conduct Audits, Audit Process and Cycle. /Approaches for Effective Auditing. Preparing and Using Checklist. /How to Seek Objective Evidence.

### **Industrial Hygiene Basics**

The value of occupational hygiene and the role of the occupational hygienist, the role of health hazards encountered in the workplace, Hazard recognition techniques, Sources and potential routes of occupational exposure, Exposure assessment and the measurement processes involved, Methods of controlling exposure & The management of occupational hygiene programs.

### **Ergonomics**

Ergonomic and human factor approached for office and industrial workplaces, Anatomy and physiology, Workplace injury causes, consequences, and treatment, Occupational health and psychology, Physical and mental risk factors, Risk assessment, Pain and performance at work & Design ergonomics and anthropometrics.

### **Instructional Techniques/Adult Learning**

Understand the role and purpose of facilitating, Understand the qualities of effective facilitation, Identify the needs of your audience based on adult learning principles and styles, recognize group behaviors and know how to respond, Understand the five P's when preparing to facilitate, Tools and Methods of Facilitation, Understand the do's and don'ts of effective Facilitation, Understand the 7 principles of effective training, Understand how to exercise control when facilitating and how to deal with challenges, Create a winning training session that achieves your learning objectives, Assess and give appropriate feedback to your participants, Moderate your classroom and disruptions effectively, Facilitate training sessions with greater confidence, Build confidence by practicing and receiving feedback & Understand how to facilitate virtually and the challenges this brings.