



Michael Bolton
Director, District 2

February 8, 2016

TO: All USW District 2 Local Union Presidents and Recording Secretaries

RE: USW District 2 Health and Safety Training

Dear Sisters and Brothers:

USW District 2 is pleased to announce that **Health and Safety Training** has been scheduled for Wednesday, May 4 and Thursday, May 5, 2016 at the **Hyatt Regency Hotel** in Milwaukee, Wisconsin.

Registration will be held on Wednesday, May 4 from 8:00 a.m. to 8:45 a.m. Both classes will begin promptly at 9:00 a.m. and conclude at approximately 5:00 p.m. Please note that there are two separate Health & Safety training sessions and they run concurrently. Therefore, you must indicate on the registration form whether you will be attending Session A or Session B.

Session A: Incident Investigation (2-days)

For health & safety committee members, and workers involved in incident and near-miss investigations at their facilities.

Incident Investigation (Days 1 & 2):

This 16-hour course uses activities to introduce and demonstrate systems of safety as a vehicle to apply fixes to root causes. Class activities allow participants to be a part of an investigation team in identifying root causes using logic tree analysis. Participants will use sample incidents and/or near-miss incidents from their workplace, practice their skills as they learn to identify root causes of incidents and recommend solutions to control the hazards.

Session B: Near-Miss and History of an Incident (2-days)

For local union officers, union health & safety representatives and committee members.

Near-Miss (Day 1):

This course prepares workers to lead and/or play an important role in a worker-developed and led Near-Miss Program. This is achieved with incident investigation techniques, which produce important fixes to hazards identified during the investigation of a particular incident. The goal is to prevent incidents and near-miss actions in the future.

History of an Incident (Day 2):

To use a new type of mapping to explore past events and how missed opportunities for fixing past incidents can contribute to a catastrophic event. To examine your own experiences with hazards, near-misses, incidents or other issues that represent missed opportunities to improve health and safety in your workplace.

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REGISTRATION

There is a registration fee of **\$70** per participant, which includes the cost of training activities and materials, and lunch on Thursday.

To assist in planning, we ask that you register in advance online or by regular mail (see details below). **Registrations and payment must be received by the District 2 office by April 17, 2016.**

REGISTRATION OPTIONS

1. Internet registration: Go to www.uswdist2conference.org to complete the registration form. Mail check payable to **USW District 2** in the enclosed envelope.
2. Mail Registration: Complete the enclosed registration form and mail with check payable to **USW District 2** in the enclosed envelope.

ACCOMMODATIONS

A block of sleeping rooms has been reserved at the **Hyatt Regency Milwaukee**. The room rate is **\$135** per night for single or double occupancy.

You can make reservations online at <https://resweb.passkey.com/go/Unitedsteelworkers2016> or by calling 1-888-421-1442 and referencing the group code **G-UNSW**. The cut-off date for hotel reservations is **Sunday, April 17, 2016**.

It is recommended that you reserve your room(s) as soon as possible due to the expected number of attendees at the combined events.

DELEGATE EXPENSES

Each Local Union must bear the expenses of delegates attending this meeting, including lost time, travel, and hotel.

If you have any questions regarding the classes, contact [John Scardella](#) at (412) 562-2582.

Yours in Solidarity,



Michael H. Bolton
District 2 Director

MHB:kmc
Enclosure

cc: Arthur Kroll
District 2 Staff