

710 9TH AVE SEATTLE, WA 98104-2017 www.seattlearchdiocese.org

Property and Construction Services

206-382-4851 (phone)

safety@seattlearch.org (email)

To: All Facility Personnel-Parishes, Schools, and Archdiocesan Facilities

From: Ed Foster, Director of Property and Construction Services

Re: Safety Trainings

2023 Maintenance and Custodial Trainings

The Office of Property and Construction Services and Human Resources are teaming up to present the Annual Safety Training which is a requirement for all maintenance personnel in the Archdiocese in accordance with the Washington State Department of Labor and Industries Standards. Here are the dates and locations, we are planning to meet in person this year.

<u>SAFETY TRAINING DATES FOR YOUR FALL CALENDAR – 8:30 TO 12 P.M.</u>

9/22/23 – Immaculate Heart of Mary – Kelso (Friday)

9/27/23 – Pope St. John XXIII (St. Ann) – Tacoma (Wednesday)

9/28/23 – St. Madeleine Sophie – Bellevue (Thursday)

10/4/23 – St. Patrick – Seattle (Wednesday)

10/13/23 – Our Lady of Hope – Everett (Friday)

Please let us know which site you plan to attend by emailing this form to: Jeanette Bader <u>safety@seattlearch.org</u>. We need an email address for each person attending.

According to Washington State Law, newly hired maintenance and custodial employees must be trained within 60 days. If you have an employee that will not be able to meet this requirement because of timing, please call the office and we will discuss the options for training before the fall dates.

2023 Maintenance and Custodial Trainings

| Contact Name: | _Parish/School City: |
|--|----------------------|
| Site Attending: | Date: |
| Attendee(s) & email(s): We need an email address for each person | |
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