



**Property and Construction Services**

206-382-7316 (phone)

206-382-4279 (fax)

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

From: Ed Foster, Director of Property and Construction Services

Re: Safety Trainings

**2021 Maintenance and Custodial Trainings**

The Office of Property and Construction Services and Human Resources team 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.

**SAFETY TRAINING DATES FOR YOUR FALL CALENDAR – 8:30 TO 12 P.M.**

**9/15/21 – Our Lady of Perpetual Help – Everett (Wednesday)**

**9/24/21 – Immaculate Heart of Mary – Kelso (Friday)**

**9/29/21 – St. Ann – Tacoma (Wednesday)**

**9/30/21 – St. Madeleine Sophie – Bellevue (Thursday)**

**10/6/21 – St. Patrick – Seattle (Wednesday)**

Please let us know which site you plan to attend by emailing the form to: Michelle Marquardt-Chia [safety@seattlearch.org](mailto:safety@seattlearch.org).

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 able to meet this requirement because of timing, please call the office and we will discuss the options for training before the fall dates.

**2021 Maintenance and Custodial Trainings**

Contact Name: \_\_\_\_\_ Parish/School (City): \_\_\_\_\_

Site Attending: \_\_\_\_\_ Date: \_\_\_\_\_

Attendee(s) & email(s):

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