

**Workplace safety begins with a trained workforce.** Having a training program and raising awareness among employees will help reduce workplace injuries, boost productivity, and create a safer work environment. Safety training isn't just a good idea, OSHA regulations require that employees be trained. Hindsight Electric, LLC is very interested in working with you to provide a safe work environment and ensure you have training resources available.

### **Seven-Minute Safety Trainer**

Our insurance company, Federated Insurance, has provided us with a Safety Training Program to make our ToolBox Talks fast and effective. The Seven-Minute Safety Trainer has over 350 training topics that can be accessed from an app on your mobile device. Each safety topic includes an outline, a handout, and a quiz.

The Seven-Minute Safety Trainer allows Hindsight Electric, LLC to

- Schedule Safety Meetings
- Conduct Training
- Track Training Activity
- Track Safety Incidents

Beginning Monday, November 13, 2023, Hindsight Electric, LLC will use the Seven-Minute Safety Trainer to conduct weekly safety training at all job sites.

### **Seven-Minute Safety Admins**

The Seven-Minute Safety Admins will select training topics and set up weekly training meetings for each site. They will assist the trainers with any questions or concerns and are also responsible for training meetings at the shop. The Seven-Minute Safety Admins are:

- Jennifer Ferguson
- Jordan Chrismer
- Tim Worley

### **Seven-Minute Safety Trainers**

Your Seven-Minute Safety Trainers will conduct the weekly training for employees at their job site using the selected training topic materials. The Seven-Minute Safety Trainers are:

- Ben Everly
- Dylan Gray
- Jesus Payan
- Saul Zapata

### **Seven-Minute Safety Trainer Mobile App**

For help with using the Seven-Minute Safety Trainer app, go to the app and tap **Resources**, then **Mobile App Guide**. Employees, log in using your email address and this password: **Hindsight401** All employees were given login credentials with the email address on file. If your email address is not working, please contact Jennifer.

### **Additional Information for Trainers**

Your password was emailed to your @hindsightelectric.com email address. See the Hindsight Electric, LLC Trainer Help/How To for additional information on using the app for Hindsight Electric, LLC.

For each meeting, submit a PDF copy of the completed meeting to [jferguson@hindsightelectric.com](mailto:jferguson@hindsightelectric.com) weekly. Make sure to mark employees as attended before downloading and sending the PDF so we know who attended the training for your job site.