



**TRAINING AT MINN-DAK FARMERS  
COOPERATIVE  
FORUM - SAFETY**

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# In The Past

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- Campaigns short
- Job knowledge held close
- Knowledge passed by word of mouth

# But Now

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- Campaigns long
- Encourage training for each job
- Job variety helps morale

# “Right to Know”

- Community and workplace RtK laws strengthened in 70's
- Legally and morally necessary to provide training and show understanding
- More training and accountable training



# 8-Hour Pre-campaign Meeting

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- HR Rules
- Lockout-Tagout
- Ladders
- Hazard Com.
- Fire Extinguishers
- Emergency proc.
- Bloodborne pathogens
- Accident reporting
- Respiratory Protection
- Hearing Protection
- Chemical Handling
- PPE
- Equipment Operation
- Food Safety
- Food Security



# Food Safety and Security Topics

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- GMP's
- Pest Control
- Glass Policy
- Restricted Areas
- Sanitation
- Housekeeping
- Plant Security
- HACCP
- Quality Policy
- Customer Expectations

# OSHA 10-Hour

- One-Third of RR attended General Industry Training
- Presented by ND Safety Council
  - Costs were reasonable



# FT Employee Training

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- Weekly topics by supervisor or safety dept.
- Small group training & re-training:
  - Confined Entry
  - Certified Atmospheric Testing
  - Forklift Operation
  - Respiratory Fit Testing
  - Food Safety



# So What's the Problem?

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- During campaign
  - Classes on “off” days or before or after regular shift, requiring overtime
  - Multiple classes needed to match shift schedules
  - More time for trainer
  - Makeup classes for those on vacation or sick

# One Solution

- The on-line LMS (Learning Management System)
  - Software for delivering, tracking, and managing training
  - Used by colleges and universities
  - In a corporate setting, classes are shorter and completed in a single, on-line session











# Our First Try with an LMS

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- AIB Food Safety Essentials
  - GMP's and you
  - HACCP
  - Food Security
  - Foreign Material
  - When Clean means Clean
  - Outside Grounds
  - Equipment Maintenance
  - Incoming Material Inspections

# Administrator Report

## MARK ENNEN

Course(s)	Registered	Completed	Language	Attempts	Credits	Grade
 FSE101	03/12/07	03/12/07	E	1	1	90%
 FSE103	03/12/07	04/01/07	E	1	1	70%
 FSE107	11/18/07	11/18/07	E	2	1	70%
 FSE109	03/12/07	04/01/07	E	1	1	70%
 FSE121	11/18/07	11/18/07	E	1	1	100%
 FSE133	11/18/07	11/19/07	E	2	1	80%
 FSE135	11/18/07	11/19/07	E	1	1	80%
 FSE138	03/12/07	04/01/07	E	1	1	100%
<b>Totals</b>	<b>8 Course(s)</b>	<b>8 Course(s)</b>	-	<b>10</b>	<b>8</b>	<b>83%</b>

# Costs

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- 221 users completed 1698 courses for a cost of \$3585
- Per user cost of \$16+
- Per course cost of \$2+

# What's Next?

- ND WSI (Workforce Safety & Insurance) providing a free LMS
- Geo Learning System w/courses contracted from Puresafety.com
- Start with 50 employees
- Eventually include entire workforce
- WSI acts as co-administrator, provides quarterly reports and activity

# Core Topics

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- Start with core topics
  - Housekeeping
  - PPE
  - Machine guarding
- Special topics for supervisors

# Electives

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- After core topics, electives in any order
  - Rigging
  - Electrical hazards
  - Guarding floor and wall openings
  - Compressed gas cylinder safety
  - Fall protection
  - Preventing back injuries
  - Scaffold safety
  - others



# Many Future Possibilities

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- Over 200 courses
  - General Safety
  - Construction
  - Driver & transportation safety
  - Environmental
  - Health & wellness
  - HR (Drug & alcohol, & employment liability)