



Memo

To: UBC Affiliated Training Directors/Coordinators
CC: General Executive Board, EST's, and Justin Weidner
From: William K. Irwin, Jr., Executive Director, Carpenters International Training Fund (CITF)
Date: April 3, 2020
Re: COVID-19 Preparedness Qualification (CITF) Online Course

A handwritten signature in blue ink, appearing to be "W. Irwin", located to the right of the "From:" line of the memo header.

In consideration of recent events, with UBC members working during the pandemic, the Carpenters International Training Fund (CITF), in partnership with Robert Smith, Supervisor of Instruction for the Northeast Carpenters Training Fund; developed a new qualification to educate our members on methods to better protect themselves while on the job site.

The new **COVID-19 Preparedness Qualification (CITF)** online course covers the rules and procedures outlined in the March 20, 2020, OSHA Guideline Document. This online course is available to all members through the CITF Learning Management System (LMS). Upon completion of the course and test, the **COVID-19 Preparedness Qualification (CITF)** course will display on the member's Training Verification Card (TVC).

You may access the CITF Online Learning Center from the Members section of Carpenters.org or by clicking on the link listed below.

<https://auth.carpenters.org/?ReturnUrl=https://ubc-citf.carpenters.org>

If you created an account on Carpenters.org but are having problems with your login click on the link below for instructions.

https://train.carpenters.org/contractor/Guide_Carpenters.org_Quick_Reference.pdf

For instructions to create an account on Carpenters.org click on the link below.

https://train.carpenters.org/contractor/Guide_Carpenters.org_Account_Creation.pdf

For additional information please contact Royce Peters at 702-938-1111 Ext 2028 or rpeters@carpenters.org.