L.A. Withrow consulting Ltd.
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National Safety Code Program

NSC Record Keeping Session

The NSC Record Keeper Course focuses on the need for proper record-keeping practices. In a lecture-discussion format this training course reviews **National Safety Code** requirements, including driver abstracts, driver files, vehicle files, National Safety Code Profiles, and more. It outlines the creation and maintenance of a recall system to be used for drivers' licenses, vehicle files, and insurance. Preparation for audits is discussed, with the focus on what the auditor will require. How to set up and maintain all files related to the National Safety Code and the retention of those records will also be discussed. The course has a quiz at the end, to be marked and discussed in class. Participants are provided with attendance certificates.

Minimum of 8 and Maximum of 20 registrants.

DATE	TIME	LOCATION	COST