University of Hawaii – Windward Community College
Staff Development
POST GRANT REFLECTION

Procedure
1. Complete this form-fillable report.
2. Submit your signed report to the Chair of the Staff Development Committee not more than 30 days following the project completion date.

<table>
<thead>
<tr>
<th>Grant Applicant</th>
<th>Robert Andrew Doan</th>
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<tbody>
<tr>
<td>Title of Proposal / Project</td>
<td>USITT Safety &amp; Rigging Training</td>
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<tr>
<td>Date of Project</td>
<td>September 11-14, 2017</td>
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<tr>
<td>Amount of Grant</td>
<td>$600.00</td>
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Describe the information, knowledge, skills gained from your project:
Training was in two parts. Days 1 & 2 (Sept 11 & 12) OSHA 10 Certification. Detailed breakdown of the Health and safety standards needed to implement a safe working environment. Days 3 & 4 (Sept 13 & 14) we focused on Detailed breakdown of safe and proper rigging in a rental venue.

Describe how you will apply your experience to further the College's mission to provide quality post-secondary education.
During the training days, we realized multiple areas where Paliku Theatre needs to update its safety systems and policies. We will both begin implementing new safety procedures as well as systematically checking all current rigging and starting proper rigging practices.

Describe how you will share your experience with your office, department, or the faculty/staff at large.
We now have access to printable documents that will show proper policies and procedures. We are meeting to go through all current practices and deciding on modifications we can all implement to make Paliku a safer place to work.

Signature of Grant Applicant: [signature] Date: Sept 26th 2017

Staff Development Committee's Actions: [Accepted] [Not Accepted]

Chair, Staff Development Committee: [signature] Date: 10/6/17

Created: 12/13/12