



Skills Training & Engineering
Services Pty Ltd

NEWSLETTER

March 2016

CONTINUOUS IMPROVEMENT

PHONEY BUSINESS

STES takes a very serious interest in students wanting to upgrade themselves with us. However, we noted the increase use of mobile devices during classes and this distraction which can severely impact the students' learning! Trainers are advised to be a good role model for the students by not using their mobile phones during class. Trainers should also remind students prior to the start of the course that **the use of mobile devices during class is strictly prohibited** unless received exemption from STES CEO. Student and Trainers are allowed to use their mobile devices only during break times or before/after class.

STES WEBSITE

We have updated our website (www.stes.com.au)! Selected STES Learner's Guides and Activity Books are now available on STES website! Potential students may now read the training materials before the start of their courses and this will definitely better prepare them for the challenges to come.

MEMORANDUM OF UNDERSTANDING (MOU)

Reminder! If your MOU with STES is expiring (or has expired), do drop by STES to say hi as well as requesting for a new MOU.

TRAINER'S LOGBOOK

All our STES trainers have received their individual copy of the logbook. Please be reminded to update the logbook on a regular basis! STES will be sending out emails to remind **trainers to send their completed white forms back to STES – detach them from the logbook. Yellow forms remain inside your logbook.**

We will be sending out the calendar with Professional Development and Industry Currency activities so stay tuned for this handy calendar.

NEW UNITS ON SCOPE

STES has successfully added two units into our scope – **MSAPMPER201A Monitor & Control Work Permits** and **CPCCLHS3002A Licence to Operate Materials Hoist!**

UPDATED TLI10 UNITS & NATIONAL MANDATED ASSESSMENT INSTRUMENTS

STES has been notified by training.gov.au in March 2016 that the updates for the TLI10 units are now available. STES has updated all the affected TLI10 units as well as the NMAI and will be rolling these new paperwork sooner than you think.

INDUSTRY CURRENCY

If you have

- Obtained new training certificates
- Attended a work-related seminar
- Participated in webinars, etc

Please record these activities into your logbook!

Forward the white copy back to STES at info@stes.com.au for record keeping.

We have to **stress** that it is important that you as a trainer/assessor maintain your industry currency and professional development to ensure relevance in the industry.

On 2 March 2016, a few of our trainers attended the EWPA WA Trade Night and they were introduced to some fancy new machinery as well as did some awesome networking with people from the same industry.

TRAINING / VOC

Never stop giving... STES your training photos. Please send them to STES (info@stes.com.au).



Genie Z33/18 on display



Justin checking out the Skyjack SJ51AJ

Your involvement is vital to our success. Thank you!

Kamal Haddad

CEO