

*Move Well  
Work Well*

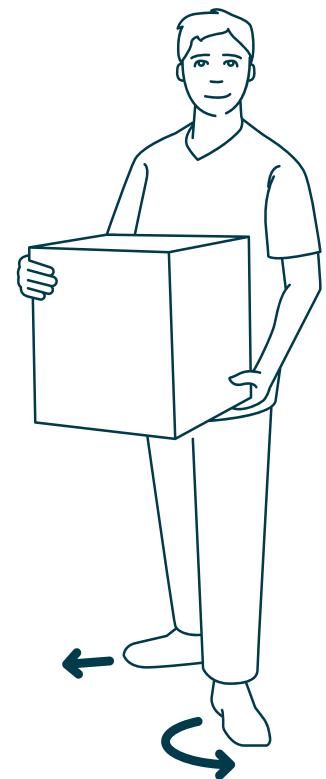
# Event Guide

**WorkplaceNL**

Health | Safety | Compensation

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Stay strong. Stay safe.

Learn about  
**MSI prevention**

SCAN FOR MORE  
INFORMATION



t 1.800.563.9000 e [safety@workplacenl.ca](mailto:safety@workplacenl.ca)  
[workplacenl.ca/mwww](http://workplacenl.ca/mwww)

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# Introduction

We understand employers are busy, so we are making it easy to implement good habits for musculoskeletal injury (MSI) prevention during Move Well Work Well week or any time throughout the year with our toolkit.

This guide includes sample schedules and communications to help you execute an MSI prevention event from start-to-finish.

## Move Well Work Well week

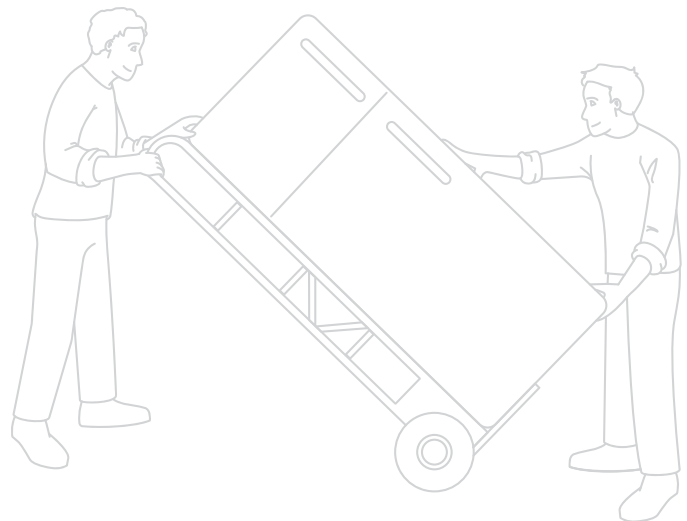
Each year, WorkplaceNL hosts Move Well Work Well (MWWW) week to engage and educate about MSIs and find practical solutions for prevention in workplaces.

MWWW week reminds us that when we move often and use good body positions, we reduce our risk of developing an MSI and remain productive, comfortable and healthy.

The event is every September to bring a spotlight on preventing MSIs, and we encourage workplaces to participate in MWWW activities any time of year. Our ready-to-use toolkit is available year-round.

## We're here to help

Our MSI experts are excited to help you plan an effective MWWW week. To request a visit, [complete our online form](#) or email [safety@workplacenl.ca](mailto:safety@workplacenl.ca) with questions.



# Planning Your Event

The size and format of the event you choose to host depends on your workplace – whether you're in-person, remote or hybrid – and how much time you can dedicate to the event.

Here are three examples of events you may want to host, from small to large. The resources listed under each event are outlined in the rest of this guidebook. They can be downloaded from our website or picked up by request at our offices across the province.



## Request a printed toolkit



**The first 75 workplaces to request a printed toolkit will receive a WorkplaceNL swag bag that can be used as a prize at your event!**

## Small

Action	Details	Resources
Save the date	Let your team know what to expect from MWWW week.	<a href="#">Email template</a>
Kick off email		<a href="#">Email template</a>
Share prevention tips	<p>To be placed in lunchrooms, coffee stations and other high traffic areas of the office.</p> <p>The posters can be kept up all year round as reminders of best practice for MSI prevention.</p>	<a href="#">Posters (x5)</a>

## Medium

Action	Details	Resources
Save the date	Let your team know what to expect from MWWW week.	<a href="#">Email template</a>
Kick off email		<a href="#">Email template</a>
Safety break event	<p>Whether virtual or in-person, this 15-minute safety break should be hosted at the beginning of the week.</p> <p>The poster is customizable so you can promote the date and location of your safety break.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Event poster</a></li> <li>• <a href="#">PowerPoint presentation</a></li> <li>• <a href="#">Flyer</a></li> </ul>
Share prevention tips	<p>To be placed in lunchrooms, coffee stations and other high traffic areas of the office.</p> <ul style="list-style-type: none"> <li>• The posters can be kept up all year round as reminders of best practice for MSI prevention.</li> <li>• The tent cards are perfect for leading up to and during MWWW week and any in-person events.</li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Posters (x5)</a></li> <li>• <a href="#">Tent cards</a></li> </ul>

## Large

Action	Details	Resources
Save the date	Let your team know what to expect from MWWW week.	<a href="#">Email template</a>
Kick off email		<a href="#">Email template</a>
Safety break event	<p>Whether virtual or in-person, this 15-minute safety break should be hosted at the beginning of the week.</p> <p>The poster is customizable so you can promote the date and location of your safety break.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Event poster</a></li> <li>• <a href="#">PowerPoint presentation</a></li> <li>• <a href="#">Flyer</a></li> </ul>
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In-person training	<p>Our MSI experts are excited to deliver training for your team any time of year and across the province. Connect with us to book a time, following MWWW week, to educate your team.</p> <p>You could also make the three MWWW webinars mandatory for staff to attend live, in lieu of an in-person training event</p>	<p><a href="#">Complete our online form</a> to request a visit or email <a href="mailto:safety@workplacenl.ca">safety@workplacenl.ca</a> with questions.</p> <p>September 22, 23 and 24 at 10:00am. <a href="#">Register now</a>.</p>

# 2025 Webinars

SEPT  
**22**  
10:00 AM

## Getting ready for PRIME Path 2: Preventing MSIs

Musculoskeletal injuries (MSIs) account for nearly 70 per cent of all lost-time work-related injuries in Newfoundland and Labrador. Employers are responsible for implementing processes to prevent MSIs in their workplace. This webinar guides workplaces on developing an MSI Prevention program and prioritizing initiatives that drive measurable results and align with PRIME Path 2 requirements for Element 13: MSI Prevention.

SEPT  
**23**  
10:00 AM

## The Mind-Body Connection: How Your Job Affects your Psychological and Physical Health

### **The Mind-Body Connection: Physical and Psychological Health Factors at Work**

There's a common saying, "a healthy body equals a healthy mind" but, did you know that a person's psychological health affects their physical health as well? OHS professionals are increasingly aware that it is critical to consider psychological risk factors when addressing musculoskeletal injury (MSI) prevention. In this session we discuss work-related risk factors common to both MSI and psychological injury outcomes in workplaces. Understanding these common risk factors will support MSI prevention and psychological health in the workplace.

SEPT  
**24**  
10:00 AM

## Wellness at Work: Strategies for Taking Care of You

Wellness is the act of making healthy choices to attain better health outcomes; it means that instead of just surviving, you're thriving. Working on your health when you're at work can feel like a challenge, especially if you work in a busy or stressful environment. This session offers simple steps to prioritize wellness day-to-day.

# Resources

## Save the Date Email

Simply copy, paste and customize to promote MWWW week in your workplace.

SUBJECT: Save the Date: Move Well Work Well 2025

### **SAVE THE DATE | Move Well Work Well Week | September 21-27, 2025**

Move Well Work Well Week is an annual event hosted by WorkplaceNL to engage and educate about musculoskeletal injuries (MSIs) and find practical solutions for prevention in workplaces.

With the help of WorkplaceNL, we've lined up a series of engaging and interactive activities to boost your awareness and prevention strategies for MSIs.

Please save the dates to ensure you have the time to learn and strategize for how you can stay safe here at work.

#### **Save the date:**

1. [Register for WorkplaceNL's MWWW webinars](#)
  - September 22 at 10:00am – Preventing MSIs
  - September 23 at 10:00am – The Mind-Body Connection: How Your Job Affects your Psychological and Physical Health
  - September 24 at 10:00am – Wellness at Work: Strategies for Taking Care of You
2. Accept the meeting invitation for our Safety Break on [date] at [time].

If you have any questions, please contact [internal resource in charge of this event].

See you there,

[name]



# Kick Off Email

Simply copy, paste and customize to launch MWWW week in your workplace.

SUBJECT: It's time to Move Well and Work Well for MSI prevention!

Hi everyone,

We're excited to kick off Move Well Work Well week, running from September 21-27!

This week is all about helping you stay safe, healthy and injury-free at work – whether you're at a desk, on the move, or somewhere in between.

With the help of WorkplaceNL, we've lined up a series of engaging and interactive activities to boost your awareness and prevention strategies around MSIs.

## Why participate?

MSIs can change your quality of life, impacting your physical and mental health. MSIs happen far too often; about six workers in NL will sustain an MSI requiring time away from the workplace every day! The good news is that they can be prevented, and we're here to help.

## How to join in?

Some sessions require pre-registration and others are self-guided. To make the most of the week:

1. [Register for WorkplaceNL's MWWW webinars](#)
  - September 22 at 10:00am – Preventing MSIs
  - September 23 at 10:00am – The Mind-Body Connection: How Your Job Affects your Psychological and Physical Health
  - September 24 at 10:00am – Wellness at Work: Strategies for Taking Care of You
2. Accept the meeting invitation for our Safety Break on [date] at [time].
3. Keep an eye out for safety tips posted throughout our workspace and on the intranet.
4. Block time in your calendar now so you don't miss out.

Let's make this week a meaningful one – your body will thank you.

If you have any questions, please reach out to [name and contact].

Thanks,

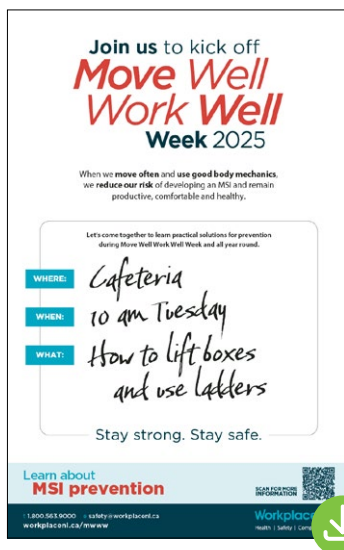
[name]

## Safety Talk Presentation

Kick off Move Well Work Well with an in-person or virtual event for your staff. We have created a [presentation and speaking notes](#) with key facts about MSIs that you can use as-is or modify to suit your workplace.



## Event Poster



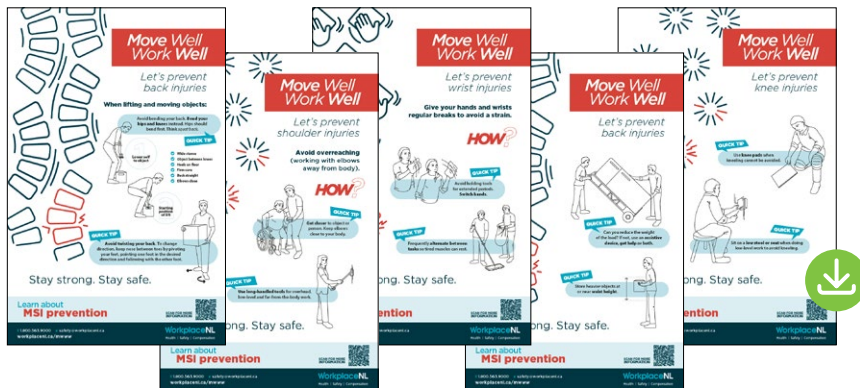
[Download](#) and display in your workplace to promote your safety break. Also available as 8.5x11 in [colour](#) or [black and white](#).

## Tent Card

Place in high-traffic areas like lunchrooms to encourage learning more about MSI Prevention.



# MSI Prevention Posters



[Download](#) and print educational posters for your workplace. These can be kept up all year round. Available as 8.5x11 in [colour](#) or [black and white](#).

## Flyer

[Download](#) the MSI Prevention flyer to print and place in high-traffic areas like lunchrooms or send it via email to your full team.



# Timeline

We suggest promoting your MWWW event in advance, so your team can save time to participate. Here is a sample timeline.

Date	Action
August 18	Save the date <ul style="list-style-type: none"> <li>• <a href="#">Send a save the date</a> to all staff so they save time for learning</li> <li>• Note dates of any in-person or virtual events</li> <li>• Share WorkplaceNL webinar registration links</li> </ul>
September 21/22	Welcome to MWWW 2025 <ul style="list-style-type: none"> <li>• <a href="#">Send kick off email</a></li> <li>• Display posters and tent cards around your workplace and/or post resources on your intranet</li> </ul>
September 22/23	Safety break
September 22	<ul style="list-style-type: none"> <li>• Webinar: <b>Getting ready for PRIME Path 2: Preventing MSIs</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>
September 23	<ul style="list-style-type: none"> <li>• Webinar: <b>The Mind-Body Connection: How Your Job Affects your Psychological and Physical Health</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>
September 24	<ul style="list-style-type: none"> <li>• Webinar: <b>Wellness at Work: Strategies for Taking Care of You</b> (10:00am)</li> <li>• <a href="#">Register Now</a></li> </ul>
September 25/26	<ul style="list-style-type: none"> <li>• Follow-up email to conclude MWWW week; share reminders for safety year-round</li> <li>• Note date and time of future in-person education session, if booked with WorkplaceNL</li> </ul>
September 26 – October 26	<b>Survey:</b> Let us know how we did by completing the MWWW 2025 <a href="#">survey for employers</a>

## Please note:

If September 21-27 does not work for your team, you can select any other week. Your toolkit is made to be helpful any time and recorded webinars will be available on-demand via YouTube after the event closes.

# Additional MSI Resources

- **Resources:** You may also want to highlight resources that suit your industry or interest areas, available in our [MSI resource library](#).
- **Online course:** Learn about preventing injuries like sprains and strains by completing the self-paced Introduction to Musculoskeletal Injuries online course. [Register now](#).
- **Expert speaker:** At our 2024 Learning Symposium, [Dr. Mike Wahl presented the latest science on MSI prevention](#). Tune in to hear local expertise on the importance of making MSI prevention a priority and how to reduce MSIs in your workplace.

