

SAFETY DEPARTMENT MEETING

Date _____

Department _____

Supervisor/Team Leader _____

EMPLOYEES PRESENT:

EMPLOYEE SIGNATURE:

- | | |
|-----------|-----------|
| 1. _____ | 11. _____ |
| 2. _____ | 12. _____ |
| 3. _____ | 13. _____ |
| 4. _____ | 14. _____ |
| 5. _____ | 15. _____ |
| 6. _____ | 16. _____ |
| 7. _____ | 17. _____ |
| 8. _____ | 18. _____ |
| 9. _____ | 19. _____ |
| 10. _____ | 20. _____ |

ITEMS DISCUSSED:

1. _____

2. _____

3. _____

4. _____

5. _____

SUPERVISOR/TEAM LEADER SIGNATURE _____