

OH&S Monthly Site Safety Meeting Minutes

Site: _____

Date: _____

Members of Your Site Joint Health and Safety Committee

<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>

Meeting called to order at: _____

Attendance as check above

☐

Approval of Agenda

☐

Adoption of past minutes

By whom: _____

Annual Committee Review Completed ☐

Items for Consideration	Discussions & Recommendations	Actions taken (W/O #)	Target Date and Responsibility
Business Arising from Minutes			
Violent Incidents, Accidents and Near Misses forms reviewed			
Employee Safety Plans reviewed			
Training Requirements/Ideas			
New Business			
DJOHSC – Questions for; Items for Attention;			
Items for staff meeting			
Next meeting – date and location			

Meeting Adjourned at: _____

Copies To:

Posted in Staff Room

Principal/Site Supervisor

Site Based OH&S Committee Members

Hard Copy – Please scan to safety@sd22.bc.ca

Submit via e-mail

please add site name to subject of email