

Weekly Safety Meeting Agenda

Date _____ * If first Monday of the Month, pass out Team Member of the Month voting papers

1. Good Morning - Present Safety Meeting Topic

Notes

2. Any close calls or near misses?

Notes

3. Announcements

New Team Member Introductions, Promotions, Praises, Issues, Policy Changes, Holiday Schedule, Upcoming Events/ Trainings, Team Member of the Month, etc.

Notes

4. Has anyone read or listened to any new books?

Notes

5. Announce Crews & Adjourn