JOINT HEALTH & SAFETY COMMITTEE MEETING AGENDA

| **Meeting No.** \_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Facility/Site:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
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| **Committee Members:** |
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| **Guests:** |
| **Item** | **Description** | **Presented By** | **Time** |
| **1.** | **Welcome / Opening Remarks / Approve Agenda** | **Chair** |  |
| **2.** | **Business Arising from Previous Minutes** | **Chair** |  |
| **3.** | **Regular Reports:*** Workplace Inspections
* Accident Investigations / First Aid
 | **Chair** |  |
| **4.** | **Successes and challenges** | **All** |  |
| **5.** | **Other / New Business**1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 | **All** |  |
| **6.** | **Next Meeting** | **All** |  |

**JHSC MEETING MINUTES**

|  **Meeting No.** \_\_\_\_  **Page No.** \_\_\_ **of** \_\_\_  |
| --- |
| **Facility/Site:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_ **Time:** \_\_\_\_\_\_\_\_\_\_\_\_ |
| **Name** | **Position** |
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| **Absent:**  |  |
| **Guest:** |  |

Please inform of any omissions or errors.

| **Item (Old Business)** | **Action By**  | **Resolved** |
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| **MEETING No.** \_\_\_\_\_\_\_\_\_  **Page No.** \_\_\_\_ **of** \_\_\_\_\_ |
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|  **Item (New Business)** |  **Action By**  |  **Resolved** |
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The next Joint Health and Safety Committee meeting will be held at:

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**