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** \_\_\_ | |
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| **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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**