

Date of Meeting _____ 20_____

Time of Meeting _____ a.m. or p.m. to _____ a.m. or p.m.

Mine Name: _____

Person Conducting Meeting: _____

Date: _____

- Review status of concerns from previous meeting;
- Discuss safety items such as equipment conditions or problems;
- Discuss any Safety Violations and if any action needed;
- Discuss any accidents or near misses;
- List and discuss a planned safety topic such as Weather Conditions, Road Conditions Communications, Getting on and off equipment, Ground Control, Health and Safety Standards, First Aid and Accident Prevention;
- _____

Signature of Employees Attending:

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

Signed by _____ Certificate # _____
Mine Foreman

Countersigned _____ Certificate # _____
Mine Manager • Superintendent

Record of Safety Meetings

Mine Name _____

Mine ID # _____

State File # _____

From _____ To _____ 20 _____