

I&IPP Attachment B

SAFETY COMMITTEE MEETING DOCUMENTATION

NOTE: This form, meeting minutes, or a similar record must be completed for each Safety Committee meeting held.

Meeting Date:_____ Meeting Chair:_____
Title:_____
Attendees:_____

Attach any additional supporting documentation to this form.

Issue Discussed:_____

Required Actions and Schedule:_____

Responsible Party:_____

Issue Discussed:_____

Required Actions and Schedule:_____

Responsible Party:_____

Issue Discussed:_____

Required Actions and Schedule:_____

Responsible Party:_____

Issue Discussed:_____

Required Actions and Schedule:_____

Responsible Party:_____

Completed copies of this form must be maintained in files for at least five years.