



WCF Safety Topic: SAFETY COMMITTEE MEETING

Order of Business

Minutes

1. Read and approve minutes of previous meeting.

Unfinished Business

2. Review unfinished business up for reconsideration.

Inspection Reports

3. Review safety inspection reports.
 - a. Recommendations completed since the previous meeting.
 - b. Conditions corrected informally during any safety inspections.
 - c. New recommendations.

Injury Review

4. Review injuries that have occurred since the previous meeting. Determine responsibility in each case. Discuss prevention and action taken.

New Business

5. Consider suggestions for maintaining interest in safety throughout the organization:
 - Competition between departments
 - Special no-accident weeks, months, etc.
 - Safety rallies
 - Speakers from outside the organization
 - Accidents statistics
 - Revision of safety rules and work practices

Adjournment