

SAFETY MEETINGS – Example 1

Safety meetings will be conducted every ten (10) working days in each department, by the department supervisor. These meetings will be short (5-10 minutes) and will cover 1 or 2 specific topics. Safety meetings are required by Cal/OSHA as a means to successfully communicate important information to employees, as well as promote safety awareness. These meetings will be documented using the attached form.

Our company will also hold company-wide safety meetings with all employees once every three months to provide information concerning major issues in the field of safety as it pertains to the plumbing industry.

SAFETY MEETINGS – Example 2

Safety meetings will be conducted on a monthly basis at each jobsite, by our company. These meetings will be short (5 - 10 minutes), and will cover 1-2 specific subjects. Safety meetings are required by CAL/OSHA in order to successfully communicate important information to employees, as well as promote safety awareness. These meetings will be documented.