

Safety Committee Meeting  
*Date*

1. Attendance
2. Review of Hazards listed on current Hazard Report List
3. Updates on previously implemented risk controls (performance report)
  - a. Discussion and suggested actions on those controls (continue, change, terminate)
4. Recent Inspection/Audit results
5. New Hazard and Incident reports
  - a. Risk assessment and determination on which Hazards should be addressed. Hazard Analysis may be required to uncover latent factors (i.e. 5-Whys).
  - b. Suggested risk controls
  - c. Management of Change, Probability of Success and Return on Investment discussions, as appropriate.
  - d. Suggested Discipline (if applicable – refer to Just Culture chart)
  - e. Action items (who will carry out control, follow up date)
6. Date/time set for next meeting