# Tailgate Safety Meeting / Crew Talk

*(OH&S Regulation 26.2 to 26.5)*

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| **LOCATION:** |  | | **MEETING DATE:** | | |  | | |
| **PRESENT:** | | |  | | | | | |
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| **TOPICS DISCUSSED:** | | | | | | | | |
| **Old Business:** | | | | | | | | |
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| **New Business:** | | | | | | | | |
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| **Incidents and Close Calls Reviewed:** | | | | | | | | |
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| **Safe Work Procedure/Safety Alerts Reviewed:** | | | | | | | | |
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| **Hazard/Concern Identified** | | **Corrective Action** | | | **Person Responsible** | | **Due Date** | **Completion Date** |
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| **SUPERVISOR SIGNATURE:** | | | | **DATE:** | | | | |