# 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:** |