**Joint Occupational Health & Safety Committee Agenda**

Name of Committee:

Date:

Time:

Location:

1. Roll Call
2. Determination of Quorum
3. Approval of Previous Joint Occupational Health and Safety Committee (JOHSC) Meeting Minutes
4. Additional Agenda Items, Review Actionable Items from Local Safety Team (LST) Minutes & Approval of Agenda
5. Review Centralized Accident/Incident Reporting System (CAIRS) report of Accidents/Incidents

* Monthly Incident List & Statistical Summary Report

1. Review Workplace Safety Inspections (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)
2. Review Education and Training
3. Ongoing Business – Status of Action Items
4. JOHSC Formal Recommendation Letters & Regulatory Inspections
5. New and Other Business
6. Next Meeting
7. Meeting Adjournment