



Date of Meeting 25/06/2021

Chairperson Tom Brown

Agenda Items/ Key Points Discussed

A meeting was held and key items discussed. This included the review of Slips, Trips, and Falls hazards.

Learnings from the incident where Tim tripped over items in the walkway were that housekeeping is not up to standard. All staff must take responsibility to keep their work areas tidy.

Date of First Issue:	June 2021	Approved By:	Health and Safety Manager
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