

## SAFETY MEETING MINUTES

DATE: 7/17/2023

TIME: 12:00 p.m.

CONDUCTED BY: **Chuck Hippenstiel**  
**SAFETY COMPLIANCE COMPANY**

CONDUCTED FOR: **Ultimate Internet Access**

SUBJECTS DISCUSSED: **TRAFFIC CONTROL AND FLAGGERS**

*1. Company Policy on Safety*

Reviewed that the company objective is to have employees think safety in all aspects of employment.

*2. Traffic Control Procedures*

Discussed what Traffic Control is and when and where is it required, and what safety requirements employees have when working in traffic.

*3. Permits and Notification*

Discussed requirements for permits and notification of traffic control to affected agencies.

*4. Traffic Control Devices*

Discussed the use of Barricades, Flaggers, Barriers, Signs, and Lights.

*5. Review of Injuries*

Reviewed prior injuries and close calls for last quarter. Discussed what new procedures and policies can be implemented to prevent recurrence.

*6. Review of Employer & Employee Responsibility*

Discussed that it is responsibility of Ultimate Internet Access to provide the safest possible environment for its employees, and that it is the responsibility of the employees to be accountable for their own safety by adhering to the Code of Safe Practices for their job and by abiding by the safety rules and regulations of the Company.

**RECOMMENDATIONS:**

- 1.
- 2.
- 3.

APPROVED BY: 

**SAFETY INSTRUCTOR**  
**SAFETY COMPLIANCE COMPANY**

7-17-23

DATE