

SWAB MASTER LTD.
SAFETY MEETING
WEDNESDAY, FEBRUARY 23, 2022

Attendance: Garth Smith, David Tobin, Brad Hanrahan, Ren Chun Han, Jim Harpell, Hong Zhong Guo, Starla Smith

Meeting called to order at 10:10 am

Discussion:

- The OHS Policy Commitment Letter was read, and a reminder of locations where it is posted: front entrance, Garth's office, inside dispatch door, shop bulletin board, Swab Master website, Safety Manual Element 1, orientation package.
- Timesheets – time in/time out should equal total hours worked – example: you start work at 0600, and finish at 1900, you have 10 rig hours, 3 travel hours for a total of 13 hours.
- Read over a crush incident from Taqa – when moving overhead equipment (lubricator) make sure there is a safe zone and all employees are wearing proper PPE..
- Cold weather is back – remember your cold weather start up procedures.
- Procedures to be reviewed and fine tuned – ongoing – read procedure for job at tailgate safety meeting – you may think of something that isn't written in the procedure.
- Good work crews!
- Remember to bleed your air tanks and add antifreeze if necessary

Meeting Adjourned 10:40 am