

SWAB MASTER LTD.  
SAFETY MEETING  
THURSDAY, NOVEMBER 4, 2021

**Attendance:** Garth Smith, Andre St-Germain Jim Harpell, Garry Porochnavy, Abe Giesbrecht

Meeting called to order at 9:00 am

**Discussion:**

- Get Winter Ready – bowie pumps on water trucks drained, hose reels blown out, turn heaters on and heat lines.
- Check safety gear – first aid kits and fire extinguishers are to be checked monthly and recorded as being checked! Write this down! If you take something from the first aid kit it must be recorded and replenished
- Reminder to get fuel and km sheets in at the end of each month
- Fuel up in winter before vehicle comes into shop so condensation doesn't form on the inside of the tank and cause problems
- All slip tanks and units not regularly used need the old fuel pumped out and put in regularly used units. Replace with winter grade fuel
- Automatic transmissions – CHECK level when you check oil and coolant EACH time you go out, DO NOT LEAVE without checking all fluid levels!
- Gas Monitors – make sure they are bump tested every time they are used, and you have them when heading out to location. They must be calibrated quarterly.

Meeting Adjourned 9:20 am