Appendix C

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| OE-logoUse the information listed here, and gathered prior to every OEMP activity, as the basis of a Tailgate Safety Meeting/Heads-up for leaders and, at the start of every activity, with all participants.**Safety Meeting Log** |

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| ETING LOG |  |
| SUPERVISOR/LEADER: | DATE:  |
| ATTENDANCE (at Tailgate Safety Meetings): |
|   |
|   |
| DESCRIPTION OF ACTIVITY: |   |
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|   |
| HAZARDS IDENTIFIED: |   |
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|   |
| **P**ersonal **P**rotective **E**quipment REQUIRED: |
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|   |
| OTHER MITIGATION MEASURES: |   |
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| GROUP DISCUSSION/COMMENTS: |
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|  |  |  |
| OTHER: |  |  |