1) **Containers**
   - Containers should have their contents clearly marked
   - Know the correct way to dispose of materials in your area
   - Know the first aid procedures for chemicals in your area
   - Know the location of MSDS sheets and use them

2) **Backing Equipment**
   - If driving, know where your co-workers are at all times
   - Don’t go into an area where equipment is backing-up
   - Make eye contact with the operators of large equipment before entering their area of operations
   - Don’t park service vehicles or your private vehicle behind large equipment. Park in designated parking areas only

3) **Lifting Procedures**
   - Always use a back support belt when lifting
   - Keep back straight, feet shoulder width apart and bend at the knees
   - Get help when needed

Attendees:
_______________________  ________________________  ______________________
_______________________  ________________________  ______________________
_______________________  ________________________  ______________________
_______________________  ________________________  ______________________

Employees Comments: