



**Krawford Construction Company Inc.
Toolbox Meeting**

Project Name		Project Number	
Number of Krawford Workers		Number of Contractors	
Superintendent		Date	
Safe Work Practice Reviewed		Safe Job Procedure Reviewed	
PPE Reviewed	Yes/No	Site Hazards Reviewed	Yes/No

Discussion of Outstanding Hazards from last meeting

Review Incidents/Near Misses

Review of Office Correspondence

Worker Concerns/Suggestions	Corrective Actions to be Taken

Weekly Topic Safety Topic

All personnel onsite are to attend a weekly toolbox talk. Attendance is recorded.
Development Date September 2019

