Meeting- Safety

*Marine Operations*

|  |  |  |
| --- | --- | --- |
| *Vessel Name* | *Date (****01-January-2020****)* | *Name of Party conducting the meeting* ***(PRINT)*** |
|  |  |  |
| *Start time* |  | *End Time* |  | ***HELM #🡺*** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **PRINTED NAME** | **Initials** | **No.** | **PRINTED NAME** | **Initials** |
| 1. |  |  | 17. |  |  |
| 2. |  |  | 18. |  |  |
| 3. |  |  | 19. |  |  |
| 4. |  |  | 20. |  |  |
| 5 |  |  | 21. |  |  |
| 6 |  |  | 22. |  |  |
| 7 |  |  | 23. |   |  |
| 8. |  |  | 24. |   |  |
| 9. |  |  | 25. |   |  |
| 10. |  |  | 26. |  |  |
| 11. |  |  | 27. |  |  |
| 12. |  |  | 28.8.. |  |  |
| 13. |  |  | 29. |  |  |
| 14. |  |  | 30. |  |  |
| 15. |  |  | 31. |  |  |
| 16. |  |  | 32. |  |  |
| **Topics**  |
| \_\_\_\_\_\_\_\_ Number of Safety Cards ReviewedWeather/ sea state next 24 hrs:Tasks for the next 24 hrs:Special topic/ focus for today: |