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 Reviewed  Weather/ sea state next 24 hrs:  Tasks for the next 24 hrs:  Special topic/ focus for today: | | | | | |