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| **Agenda Joint Health & Safety Committee** |
| Date: \_April 29, 2015\_\_\_\_ Time: \_ 10:00-12:00 AM\_\_ Location: \_F-224 B\_\_\_\_\_\_Members:

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| ❑ - Loïc B Boyer (Safety & Security)❑ - Julian Lebensold (VCTA)❑ - Angie Alberico (Human Resources)❑ - Evelynne Barten (VCSPA) | ❑ - Mireille Béland (Student Services)❑ - Ginny Iaboni (AVCP)❑ - Michael Sendbuehler (Academics) ❑ - Andrew Liberio (VCSA) |

 |
| Invitee(s): \_\_\_Joanie Robert\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Attached Documents: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Documents to bring: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Subjects** | **Person Responsible** | **Time allotted** (estimate) |
| 1. Follow up : Minutes
 | Joanie Robert |  |
| 1. Follow up: Bio Safety manual
 | Joanie Robert |  |
| 1. Follow up: Action Plan
 | Joanie Robert |  |
| 1. Follow up:
2. Policies and Procedures – Hazardous Materials
3. – General Health and Safety Policy
 | Joanie Robert |  |
| 1. Follow up: Implementation plan for Societe Logique Report
 | Julian Lebensold |  |
| 1. Follow up: Ergonomics project update
 | Joanie Robert |  |
| 1. Follow up: Fire Wardens
 | Joanie Robert |  |
| 1. Follow up: Safe Pregnancy ( students/staff members)
 | Joanie Robert |  |
| Padlocking/ lockout  | Joanie Robert |  |
| ECE stages Ergonomic pilot | Joanie Robert |  |
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| **Don’t forget to prepare yourself for the meeting** |
| Be aware and informed of the subjects in the agenda | Be ready to report on mandates that were assigned to you | Communicate with your colleagues the information from and to the committee |