## Sample Safety Talk Record Form

*This form is intended to be an example of a safety talk record form and can be used as is, or changed to reflect organizational or facility-specific preferences.*

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| **Safety Talk Record Form** | |
| Date: | Facility: |
| Supervisor Name: | Department: |
| **Daily Safety Topic:** | |
| Briefly note the points for discussion:  1.  2.  3. | |
| **Staff Attendees** | |
| Print Name | Signature |
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| **Outcomes or Notes** | |
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