

WAC 296-307-033 Requirements for how often safety meetings must be held.

- (1) Foreman-crew safety meetings:
 - (a) Must be held at least monthly; or
 - (b) Whenever there are significant changes in job assignments.
 - (c) These meetings must be tailored to the particular operation or activity occurring at the time.
- (2) The meeting minutes must document subjects discussed and attendance.
- (3) Short-term operations that last less than one month, such as harvesting, do not require foreman-crew safety meetings but only require initial safety orientation for the operations.
- (4) The employer must maintain copies of the minutes of each foreman-crew safety meeting at the location where the majority of employees report to work each day.
- (5) The employer must retain minutes of foreman-crew safety meetings for one year and be able to show us copies if we ask to see them.

[Statutory Authority: RCW 49.17.010, 49.17.040, 49.17.050, and 49.17.060. WSR 20-21-091, § 296-307-033, filed 10/20/20, effective 11/20/20. WSR 97-09-013, recodified as § 296-307-033, filed 4/7/97, effective 4/7/97. Statutory Authority: RCW 49.17.040, [49.17.]050 and [49.17.]060. WSR 96-22-048, § 296-306A-033, filed 10/31/96, effective 12/1/96.]