Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1)** Choose all that apply. Which are typical responsibilities of a safety committee?

A. Schedule and oversee safety inspections and audits.

B. Investigate injuries, property damage, and near-miss incidents.

C. Develop and promote organization-wide safety programs.

D. Maintain and improve upon existing safety policies.

**2)** Safety committee membership should be mostly made up of management.

A. True

B. False

**3)** Choose all that apply. Which of the following are best practices for safety committee meetings?

A. Require attendance of all committee members.

B. Maintain and publish the minutes from each meeting.

C. Provide a healthy snack, such as fresh fruits and vegetables.

D. Designate a facilitator to prepare an agenda for the meeting and assure that conversation is kept on-task.

**Answer Key**

1. A, B, C & D

2. B

3. A, B & D