



## **Employee Health and Safety Committee Structure Document**

1. Each Shift should have its own Employee Health and Safety Committee.
2. Each Employee Health and Safety Committee should meet at least monthly.
3. The Employee Health and Safety Committee should meet for at least for 1 hour.
4. The Employee Health and Safety Committee should have a non-management co-chair.
5. The Employee Health and Safety Committee should have a management co-chair.
6. The Employee Health and Safety Committee should have non-management attendees from each work area.
7. The Employee Health and Safety Committee should utilize the Employee Health and Safety Committee Minutes documents.
8. The Employee Health and Safety Committee should utilize the Employee Health and Safety Committee Concern Log documents.