

2023 MONTHLY SAFETY MEETING PLAN

OFFICE SAFETY

1 st Quarter	
January	Stairways
February	Chair Use
March	Shelter-in-Place

2 nd Quarter	
April	Health Emergencies
May	Computer Vision Syndrome
June	Electrical Hazards

3 rd Quarter	
July	Hot Weather
August	Lifting and Carrying
September	Fires: Fight or Evacuate

4 th Quarter	
October	Ergonomics
November	Step Stools
December	Stress Management

Use this safety meeting plan as a guide but consider exchanging or adding additional topics to customize this schedule to better suit the needs of your team.