

Date of Meeting (y/m/d) 2026 04 29

PART I - EMPLOYER

WorkplaceNL Firm Number 940001 Site Number 31

EMPLOYER (head office information)			EMPLOYER REPRESENTATIVES		
Company name: MEMORIAL UNIVERSITY OF NFLD & LABRADOR			Co-chair: NITA ROGERS Certification Training #: NIT6760854		
Mailing address: PO BOX 4200 (FACULTY OF ENGINEERING)			Co-chair Status: ☐ Assigned ☒ Acting		
ST. JOHNS	NL	A1C 5S7	Members: Certification Training #		
CITY	PROVINCE	POSTAL CODE	JASON STEVENS jas8801456		
Employer site number/location:					
Total number of employees on site: 148			WORKER REPRESENTATIVES		
Telephone number: 709 864 8812 Fax number: 709 864 4042			Co-chair: DOUG SMITH Certification Training #: Dou8634367		
Date of next meeting: 2026 07 28 YEAR MONTH DAY			Co-chair Status: ☒ Assigned ☐ Acting		
Seasonal shut down start date:			Members: Certification Training #		
YEAR MONTH DAY			JASON PARSONS JAS3779091		
Seasonal shut down end date:			SIMA ALIDOKHT Sim8333175		
YEAR MONTH DAY			GLENN RICE GLE8892504		
			ALLISON KENNY All8637407		
			SHAWN BESON sha8625325		
			Guests: Wanda Wilcox		

PART II - OH&S ACTIVITY

Since last meeting indicate the following:		From this meeting indicate the following	
No. of workplace inspections conducted:	0	No. of safety hazards identified:	4
No. of workplace complaints/concerns received:	0	No. of health hazards identified:	3
No. of incident reports reviewed:	0	No. of outstanding items from last meeting:	2
No. of right to refuse work situations:	0		

PART III - SUMMARY OF MEETING
ITEMS FOR FOLLOW-UP SHOULD BE CARRIED FORWARD AT EACH MEETING UNTIL SUCH TIME AS THE ITEMS ARE COMPLETE

ITEM DATE	ITEM(S)	RECOMMENDATION(S)	ACTION	DATE FORWARDED TO EMPLOYER	RECOMMENDATIONS IMPLEMENTED Y/N (date)	RESOLVED	
						Yes	No
1. Jan, 28/26	DOOR TO EN4030 IS VERY HEAVY TO OPEN AND CLOSES VERY QUICKLY, COULD CAUSE INJURY	DOOR HAS BEEN ADJUSTED AND IS NOW EASIER TO OPEN	SHAWN BESON	Jan, 28/26	Feb, 28/26	✓	
2. Jan, 28/26	IT IS NOT CLEAR WHERE THE MUSTER STATION IS FOR THE SIDE OF THE BUILDING FACING THE NSERC BUILDING. NEED CLEARER SIGNAGE SO IN THE EVENT OF AN EVACUATION, PEOPLE ARE FAR AWAY ENOUGH FROM THE BUILDING	CLEARER SIGNAGE INDICATING WHAT MUSTER STATION IS FOR WHAT BUILDING	SARAH LEWIS	Jan, 28/26	May, 06/26	✓	