

USNS GENERAL HUGH J. GAFFEY (T-AP 121)

C/O FLEET POST OFFICE
SAN FRANCISCO, CALIFORNIA

T-AP 121/GEK:ka
5101
9 November 1966

From: Chief Steward
To: Master

Subj: Safety meeting; minutes of

1. A safety meeting of Steward Department personnel convened at 0900 this date with 117 in attendance. Second Steward (Adm) C. Acton presided.
2. Minutes of the past meetings were read and discussed:
 - a. Steward Department of 24 October 1966
 - b. Ship's Safety Committee of 24 October 1966
 - c. Command Safety Council of 7 October 1966.
3. Three accidents concerning Department personnel were reported, two of them lost-time, the result of falling on ladders.
4. Chief Steward reminded personnel that all personal electrical appliances must be checked with the Chief Electrician before used.
5. Chief Cook Robert Jones reported that the cover of the troop garbage chute was fastened in the open position as the result of a recommendation made at the Master's Inspection. However, the type of nut used does not permit the closing of the cover, which is mandatory on arriving in ports. Second Steward will correct this.
6. 5-minutes safety talk (ELECTRICITY SOURCE OF FIRE) was read.
7. The ship's doctor, Lt. John C. O'Donovan, spoke at length of personal hygiene and particularly on VD.
8. There being no further business the meeting adjourned at 0935.


G. E. KINSELLA

Distribution:

Master
Purser
Chief Engineer
First Officer
File

"Think Safety—Talk Safety—and Sell Safety"