

*all Engrs. have  
a copy*

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

C/O FLEET POST OFFICE  
SAN FRANCISCO, CALIFORNIA

T-AP 121/HSC:ad  
5101  
27 SEP 1967

From: Chief Engineer, USNS GENERAL HUGH J. GAFFEY, (T-AP 121)  
To : Master, USNS GENERAL HUGH J. GAFFEY, (T-AP 121)

Subj: Safety meeting and Moral Leadership; report on

1. Safety meeting for the Engine Department personnel was called to order at 1300, 27 Sep 1967, with the Chief Engineer presiding. Thirty-two (32) men were present.
2. The minutes of the last meeting were read and approved. Deficiencies reported were corrected.
3. There have been no accidents since last meeting. Personnel were commended on continuous accident free period of time.
4. Personnel were told, paint brushes and rollers must be thoroughly clean after use before storing in the paint locker. No rags and open paint cans stored in paint locker.
5. The ship will go for overhaul and while the ship is in the Shipyard, personnel were told to be safety conscious. Unsafe conditions will exist during overhaul and everybody must be alert. Personnel must wear hard hats provided. Any unsafe condition seen must be reported immediately for correction.
6. No unsafe condition reported at this meeting.
7. Personnel were informed that first week of October is designated, "SAFETY PREVENTION WEEK."
8. A 5-minute Safety Talk, entitled, "KNOWING OUR JOB", taken from Industrial Supervisor Booklet, issue of May 1967, was read and discussed. This article emphasized that general and particular knowledge are required concerning our job which have to do with safety.
9. The Chief Engineer gave a short talk on Moral Leadership.
10. Meeting was adjourned at 1340.

*[Signature]*  
S. C. CASHBERRY, JR.

cc: 1st A/E  
1st Off  
Chstwd  
Purser  
NS  
File

"Think Safety—Talk Safety—and Sell Safety"