

T-AF 121/MSC:ad
5121
9 August 1967

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

Subj: Safety meeting and Moral leadership; report on

1. Safety meeting for the Engine Department personnel was called to order at 1300, 9 August 1967, with the Chief Engineer, presiding. Forty (40) men were present.
2. The minutes of the last meeting were read and approved. Deficiencies reported were corrected.
3. There has been no accident since last meeting. Personnel were congratulated for continuous accident free and again hope to continue thru out the year.
4. Personnel were cautioned to make sure they know how to stop a machine before starting the machine, further before using any chemical make sure instructions are read carefully.
5. It was reported that tread in the ladder in the After Engine Room are worn out and slippery, a count is being conducted for requisitioning replacement.
6. Chief Electrician is conducting a survey with the intent of installing Safety Switch on vertical electric drill press in Machine Shop.
7. Several articles were read and discussed from Safe Driver booklet, issue of July 1967, Industrial Supervisor booklet, issue of July and August 1967.
8. A 5-minute Safety Talk, entitled, "DIZZINESS IS A DANGER", taken from Industrial Supervisor Booklet, issue of July 1967, was read and discussed.
9. The Chief Engineer gave a short talk on Moral Leadership.
10. Meeting was adjourned at 1350.

M. S. CHAMBERLAIN