

# [Mock meeting on construction site security](https://assignbuster.com/mock-meeting-on-construction-site-security/)

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MOCK MEETING ON CONSTRUCTION SITE SECURITY President : Nurul Secretary : Nurul Syuhada Panel 1 : Nor Aishah Panel 2 : Afik Affandi Panel 3 : Muhamad Khairi President : Good morning ladies and gentlemen. As informed, today’s meeting is about the construction site security. The secretary please read the minutes of the previous meeting. Secretary : We have discussed about the budget and all the costs to be spent in expanding our business/ President : Thank you. Are there any corrections to the minutes? If there are no corrections, the minutes are approved as read. The next business in order is to proceed on our meeting, construction site security. This is the most important priorities to ensure all our workers on site are safe and can reduce the risk of incident. Secretary : I speak in favour of this motion. I, myself, would like to suggest that we must improved our protective gear that were provided to our workers.(Explaination about Protective Gear) President : I can’t agree more. Any objection? Panel 1 : I agree. That’s a good idea to ensure our worker safety. How about electrical item used at construction site? President : I will call the question regarding this to accept the recommendation. Panel 1 : Thank you.(proceed to explain more on Electrical Item) Panel 2 : I have no objection at all. I think it would be better if we practice and remember all the procedures concerning electrical tools. (elaborating more about Construction Tools) President : Excellent! That’s right. I second that motion. Panel 2 : My pleasure. Now, I would like to discuss more about slip and fall incident at construction site. In my opinion, there are a few steps to prevent slip and fall incident.(Explaination about Slip and Fall Incident) Panel 3 : Sorry everybody. May I interrupt? President : Yes, you may. Panel 3 : Thank you. I think slip and fall incident have some link with incident procedures and plan.(proceed to elaborate more on Incident Procedures and Plan ) Secretary : I second that motion. President : I move to reconsider the vote on the motion regarding this plan. I voted on prevailing site. Panels : Second! President : A division is called for. Those in favour of reconsidering the vote on the motions concerning on what we have discussed today. Is there any further new business? Are there any announcement? If there is no further business and objection, the meeting will adjourn. Thanks for your cooperation.