

# 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.(Explanation 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.

(Explanation 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.