

Oil & Gas Development Company Limited

OGF/XXX - HSE - 007A(00)

Location: (EFP/FGCP/Seismic Party/Drilling Rig/Field/Plant/Other)

Toolbox Talk Evaluation Template

DETAILS			
Section / Department:			
Supervisor:			
Date:			
Time:			
Description Of Task(s) To Be Performed:			
Discussion On Vulnerabilities / Impacts Associated With Task(s):			
Applicable Procedural Requirements Reviewed (provide details):			
Job Vulnerabilities / Hazards Assessment (JVA / JHA) Discussed With Workforce (mention details):			
ATTENDANCE			
#	PARTICIPANT NAME	DESIGNATION	SIGNATURE
ENDORSEMENT			
Toolbox Talk Conducted by:			
Signature:			
Effectiveness checked by:			
Signature:			