



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