**Tool Box Talk Format**

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| Site Name: | Date: |
| Contractor Name: | Time: |
| Contractor Supervisor Name/Contact No.: | TBT Conducted By: |
| Point Discussed: |
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| I have understood all the safety precaution/Instruction to be followed while working at construction site/Refinery/Chemical Plant.  |

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| S.No. | Name of Person | Age | Designation | Signature | Remark |
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