LAMPTON-LOVE, INC

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Date: September 9, 2016

To: All Branch Managers

From: Gene Maddox
Safety Director

Subject: Branch Office Monthly Safety Meeting – September 2016

Company policy requires that each branch office hold a minimum of one safety meeting each month with the documentation of the material covered and the attendance being recorded on the "Monthly Safety Meeting Minutes and attendance Record" (see attached form). **Please detach the Monthly Safety Meeting Minutes and Attendance Record, fill it out and e-mail or fax a copy to Lynn Eldridge.** *Please keep the original for your records.*

NOTE: ONLY the Monthly Safety Meeting Minutes and attendance Records is to be sent in.

To assist you in complying with this requirement, the following subjects are for your Monthly Safety Meeting, for the month of September 2016. You may add topics, but please document the following topics:

1. News Briefs!!! (Minimum Periodic Inspection Standards)
2. Safety Meeting: (Verifying Propane Odorization)

It is recommended that you thoroughly read this material prior to your meeting.

It is strongly recommended that you use the 3-ring binder to store the last 12 months of the Safety Meeting Minutes and Attendance Record Form!!! This material should be referred to or used to train new employees from the website. This manual should be kept in an area of the office that is easily accessible to all employees.

Be Smart…Be Safe and Be Courteous!!!

60 1956 - 2016

PROPANE
EXCEPTIONAL ENERGY

NEWS BRIEFS!!!

(This monthly "column" will include short newsworthy topics,
which will serve as a friendly reminder to us all)

Minimum Periodic Inspection Standards

See the following 5 pages (633 through 637) from FMCSA regarding the criteria for the inspection standards.

Pay close attention to the "Differences Between the Out-Of-Service Criteria and FMCSA's Annual Inspection"; pages 636-637

Appendix G to Subchapter B of Chapter III—Minimum Periodic Inspection Standards

A vehicle does not pass an inspection if it has one of the following defects or deficiencies:

1. **Brake System.**

a. **Service Brakes.**

(1) Absence of braking action on any axle required to have brakes upon application of the service brakes (such as missing brakes or brake shoe(s) failing to move upon application of a wedge. S-cam, cam, or disc brake).

(2) Missing or broken mechanical components including: shoes, lining pads, springs, anchor pins, spiders, cam rollers, push-rods, and air chamber mounting bolts.

(3) Loose brake components including air chambers, spiders, and cam shaft support brackets.

(4) Audible air leak at brake chamber (Example-ruptured diaphragm, loose chamber clamp, etc.).

(5) Readjustment limits.

(a) The maximum pushrod stroke must not be greater than the values given in the tables below and at §393.47(e). Any brake stroke exceeding the readjustment limit will be rejected. Stroke must be measured with engine off and reservoir pressure of 80 to 90 psi with brakes fully applied.

Clamp-type brake chambers

Type	Outside diameter	Brake readjustment limit: standard stroke chamber	Brake readjustment limit: long stroke chamber
6	4 ½ in. (114 mm)	1 ¼ in. (31.8 mm).	
9	5 ¼ in. (133 mm)	1 ⅜ in. (34.9 mm).	
12	5 11/16 in. (145 mm)	1 ⅜ in. (34.9 mm)	1 ¾ in. (44.5 mm).
16	6 ⅜ in. (162 mm)	1 ¾ in. (44.5 mm)	2 in. (50.8 mm).
20	6 25/32 in. (172 mm)	1 ¾ in. (44.5 mm)	2 in. (50.8 mm). 2 ½ in. (63.5 mm).[1]
24	7 7/32 in. (184 mm)	1 ¾ in. (44.5 mm)	2 in. (50.8 mm). 2 ½ in. (63.5 mm).[2]
30	8 3/32 in. (206 mm)	2 in. (50.8 mm)	2 ½ in. (63.5 mm).
36	9 in. (229 mm)	2 ¼ in. (57.2 mm).	

[1] For type 20 chambers with a 3-inch (76 mm) rated stroke.

[2] For type 24 chambers with a 3-inch (76 mm) rated stroke.

Bendix DD–3 brake chambers

Type	Outside diameter	Brake readjustment limit
30	8 1/8 in. (206 mm)	2 1/4 in. (57.2 mm).

Bolt-type brake chambers

Type	Outside diameter	Brake readjustment limit
A.....	6 15/16 in. (176 mm)	1 3/8 in. (34.9 mm).
B	9 3/16 in. (234 mm)	1 3/4 in. (44.5 mm).
C.....	8 1/16 in. (205 mm)	1 3/4 in. (44.5 mm)
D.....	5 1/4 in. (133 mm)	1 1/4 in. (31.8 mm).
E.....	6 3/16 in. (157 mm)	1 3/8 in. (34.9 mm).
F.....	11 in. (279 mm)	2 1/4 in. (57.2 mm).
G	9 7/8 in. (251 mm)	2 in. (50.8 mm).

Rotochamber-type brake chambers

Type	Outside diameter	Brake readjustment limit
9	4 9/32 in. (109 mm)	1 1/2 in. (38.1 mm).
12	4 13/16 in. (122 mm)	1 1/2 in. (38.1 mm).
16.....	5 13/32 in. (138 mm)	2 in. (50.8 mm).
20	5 15/16 in. (151 mm)	2 in. (50.8 mm).
24.....	6 13/32 in. (163 mm)	2 in. (50.8 mm).
30.....	7 1/16 in. (180 mm)	2 1/4 in. (57.2 mm).
36.....	7 5/8 in. (194 mm)	2 3/4 in. (69.9 mm).
50.....	8 7/8 in. (226 mm)	3 in. (76.2 mm).

(b) For actuator types not listed in these tables, the pushrod stroke must not be greater than 80 percent of the rated stroke marked on the actuator by the actuator manufacturer, or greater than the readjustment limit marked on the actuator by the actuator manufacturer.

(6) Brake linings or pads.

(a) Lining or pad is not firmly attached to the shoe;

(b) Saturated with oil, grease, or brake fluid; or

(c) Non-steering axles: Lining with a thickness less than 1/4 inch at the shoe center for air drum brakes, 1/16 inch or less at the shoe center for hydraulic and electric drum brakes, and less than 1/8 inch for air disc brakes.

(d) Steering axles: Lining with a thickness less than 1/4 inch at the shoe center for drum brakes, less than 1/8 inch for air disc brakes and 1/16 inch or less for hydraulic disc and electric brakes.

(7) Missing brake on any axle required to have brakes.

(8) Mismatch across any power unit steering axle of:

(a) Air chamber sizes.

(b) Slack adjuster length.

Wedge Brake Data—Movement of the scribe mark on the lining shall not exceed 1/16 inch.

b. **Parking Brake System**. No brakes on the vehicle or combination are applied upon actuation of the parking brake control, including driveline hand controlled parking brakes.

c. **Brake Drum or Rotors.**

(1) With any external crack or cracks that open upon brake application (do not confuse short hairline heat check cracks with flexural cracks).

(2) Any portion of the drum or rotor missing or in danger of falling away.

d. **Brake Hose.**

(1) Hose with any damage extending through the outer reinforcement ply. (Rubber impregnated fabric cover is not a reinforcement ply). (Thermoplastic nylon may have braid reinforcement or color difference between cover and inner tube. Exposure of second color is cause for rejection.

(2) Bulge or swelling when air pressure is applied.

(3) Any audible leaks.

(4) Two hoses improperly joined (such as a splice made by sliding the hose ends over a piece of tubing and clamping the hose to the tube).

(5) Air hose cracked, broken or crimped.

e. **Brake Tubing.**

(1) Any audible leak.

(2) Tubing cracked, damaged by heat, broken or crimped.

f. **Low Pressure Warning Device** missing, inoperative, or does not operate at 55 psi and below, or 1/2 the governor cut-out pressure, whichever is less.

g. **Tractor Protection Valve.** Inoperable or missing tractor protection valve(s) on power unit.

h. **Air Compressor.**

(1) Compressor drive belts in condition of impending or probable failure.

(2) Loose compressor mounting bolts.

(3) Cracked, broken or loose pulley.

(4) Cracked or broken mounting brackets, braces or adapters.

i. **Electric Brakes.**

(1) Absence of braking action on any wheel required to have brakes.

(2) Missing or inoperable breakaway braking device.

j. **Hydraulic Brakes. (Including Power Assist Over Hydraulic and Engine Drive Hydraulic Booster).**

(1) Master cylinder less than 1/4 full.

(2) No pedal reserve with engine running except by pumping pedal.

(3) Power assist unit fails to operate.

(4) Seeping or swelling brake hose(s) under application of pressure.

(5) Missing or inoperative check valve.

(6) Has any visually observed leaking hydraulic fluid in the brake system.

(7) Has hydraulic hose(s) abraded (chafed) through outer cover-to-fabric layer.

(8) Fluid lines or connections leaking restricted, crimped, cracked or broken.

(9) Brake failure or low fluid warning light on and/or inoperative.

k. **Vacuum Systems.** Any vacuum system which:

(1) Has insufficient vacuum reserve to permit one full brake application after engine is shut off.

(2) Has vacuum hose(s) or line(s) restricted, abraded (chafed) through outer cover to cord ply, crimped, cracked, broken or has collapse of vacuum hose(s) when vacuum is applied.

(3) Lacks an operative low-vacuum warning device as required.

2. **Coupling Devices.**

a. **Fifth Wheels.**

(1) Mounting to frame.

(a) Any fasteners missing or ineffective.

(b) Any movement between mounting components.

(c) Any mounting angle iron cracked or broken.

(2) Mounting plates and pivot brackets.

(a) Any fasteners missing or ineffective.

(b) Any welds or parent metal cracked.

(c) More than 3/8 inch horizontal movement between pivot bracket pin and bracket.

(d) Pivot bracket pin missing or not secured.

(3) Sliders.

(a) Any latching fasteners missing or ineffective.

(b) Any fore or aft stop missing or not securely attached.

(c) Movement more than 3/8 inch between slider bracket and slider base.

(d) Any slider component cracked in parent metal or weld.

(4) Lower coupler.

(a) Horizontal movement between the upper and lower fifth wheel halves exceeds ½ inch.
(b) Operating handle not in closed or locked position.
(c) Kingpin not properly engaged.
(d) Separation between upper and lower coupler allowing light to show through from side to side.
(e) Cracks in the fifth wheel plate.
Exceptions: Cracks in fifth wheel approach ramps and casting shrinkage cracks in the ribs of the body of a cast fifth wheel.
(f) Locking mechanism parts missing, broken, or deformed to the extent the kingpin is not securely held.

b. **Pintle Hooks.**
(1) Mounting to frame.
(a) Any missing or ineffective fasteners (a fastener is not considered missing if there is an empty hole in the device but no corresponding hole in the frame or vise versa).
(b) Mounting surface cracks extending from point of attachment (e.g., cracks in the frame at mounting bolt holes).
(c) Loose mounting.
(d) Frame crossmember providing pintle hook attachment cracked.
(2) Integrity.
(a) Cracks anywhere in pintle hook assembly.
(b) Any welded repairs to the pintle hook.
(c) Any part of the horn section reduced by more than 20%.
(d) Latch insecure.

c. **Drawbar/Towbar Eye.**
(1) Mounting.
(a) Any cracks in attachment welds.
(b) Any missing or ineffective fasteners.
(2) Integrity.
(a) Any cracks.
(b) Any part of the eye reduced by more than 20%.

d. **Drawbar/Towbar Tongue..**
(1) Slider (power or manual).
(a) Ineffective latching mechanism.
(b) Missing or ineffective stop.
(c) Movement of more than ¼ inch between slider and housing.
(d) Any leaking, air or hydraulic cylinders, hoses, or chambers (other than slight oil weeping normal with hydraulic seals).
(2) Integrity.
(a) Any cracks.
(b) Movement of ¼ inch between subframe and drawbar at point of attachment.

e. **Safety Devices.**
(1) Safety devices missing.
(2) Unattached or incapable of secure attachment.
(3) Chains and hooks.
(a) Worn to the extent of a measurable reduction in link cross section.
(b) Improper repairs including welding, wire, small bolts, rope and tape.
(4) Cable.
(a) Kinked or broken cable strands.
(b) Improper clamps or clamping.

f. **Saddle-Mounts.**
(1) Method of attachment.
(a) Any missing or ineffective fasteners.
(b) Loose mountings.
(c) Any cracks or breaks in a stress or load bearing member.
(d) Horizontal movement between upper and lower saddle-mount halves exceeds ¼ inch.

3. **Exhaust System.**
a. Any exhaust system determined to be leaking at a point forward of or directly below the driver/sleeper compartment.
b. A bus exhaust system leaking or discharging to the atmosphere:
(1) **Gasoline powered**—excess of 6 inches forward of the rearmost part of the bus.
(2) **Other than gasoline powered**—in excess of 15 inches forward of the rearmost part of the bus.
(3) **Other than gasoline powered**—forward of a door or window designed to be opened. (Exception: emergency exits).
c. No part of the exhaust system of any motor vehicle shall be so located as would be likely to result in burning, charring, or damaging the electrical wiring, the fuel supply, or any combustible part of the motor vehicle.

4. **Fuel System.**
a. A fuel system with a visible leak at any point.
b. A fuel tank filler cap missing.
c. A fuel tank not securely attached to the motor vehicle by reason of loose, broken or missing mounting bolts or brackets (some fuel tanks use springs or rubber bushings to permit movement).

5. **Lighting Devices.**
All lighting devices and reflectors required by part 393 shall be operable.

6. **Safe loading.**
a. Part(s) of vehicle or condition of loading such that the spare tire or any part of the load or dunnage can fall onto the roadway.
b. Protection Against Shifting Cargo—Any vehicle without a front-end structure or equivalent device as required.
c. Container securement devices on intermodal equipment—All devices used to secure an intermodal container to a chassis, including rails or support frames, tiedown bolsters, locking pins, clevises, clamps, and hooks that are cracked, broken, loose, or missing.

7. **Steering Mechanism**
a. **Steering Wheel Free Play** (on vehicles equipped with power steering the engine must be running).

Steering wheel diameter	Manual steering system	Power steering system
16"	2"	4 ½"
18"	2 ¼"	4 ¾"
20"	2 ½"	5 ¼"
22"	2 ¾"	5 ¾"

b. **Steering Column.**
(1) Any absence or looseness of U-bolt(s) or positioning part(s).
(2) Worn, faulty or obviously repair welded universal joint(s).
(3) Steering wheel not properly secured.

c. **Front Axle Beam and All Steering Components Other Than Steering Column.**
(1) Any crack(s).
(2) Any obvious welded repair(s).

d. **Steering Gear Box.**
(1) Any mounting bolt(s) loose or missing.
(2) Any crack(s) in gear box or mounting brackets.

e. **Pitman Arm.** Any looseness of the pitman arm on the steering gear output shaft.

f. **Power Steering.** Auxiliary power assist cylinder loose.

g. **Ball and Socket Joints.**
(1) Any movement under steering load of a stud nut.
(2) Any motion, other than rotational, between any linkage member and it's attachment point of more than ¼ inch.

h. **Tie Rods and Drag Links.**
(1) Loose clamp(s) or clamp bolt(s) on tie rods or drag links.
(2) Any looseness in any threaded joint.

i. **Nuts.** Nut(s) loose or missing on tie rods pitman arm, drag link, steering arm or tie rod arm.

j. **Steering System.** Any modification or other condition that interferes with free movement of any steering component.

8. **Suspension.**

a. Any U-bolt(s), spring hanger(s), or other axle positioning part(s) cracked, broken, loose or missing resulting in shifting of an axle from its normal position. (After a turn, lateral axle displacement is normal with some suspensions. Forward or rearward operation in a straight line will cause the axle to return to alignment).

b. **Spring Assembly**.

(1) Any leaves in a leaf spring assembly broken or missing.

(2) Any broken main leaf in a leaf spring assembly. (Includes assembly with more than one main spring).

(3) Coil spring broken.

(4) Rubber spring missing.

(5) One or more leaves displaced in a manner that could result in contact with a tire, rim, brake drum or frame.

(6) Broken torsion bar spring in a torsion bar suspension.

(7) Deflated air suspension, i.e., system failure, leak, etc.

c. **Torque, Radius or Tracking Components**.

Any part of a torque, radius or tracking component assembly or any part used for attaching the same to the vehicle frame or axle that is cracked, loose, broken or missing. (Does not apply to loose bushings in torque or track rods.)

9. **Frame**.

a. **Frame Members**.

(1) Any cracked, broken, loose, or sagging frame member.

(2) Any loose or missing fasteners including fasteners attaching functional component such as engine, transmission, steering gear, suspension, body parts, and fifth wheel.

b. **Tire and Wheel Clearance**. Any condition, including loading, that causes the body or frame to be in contact with a tire or any part of the wheel assemblies.

c. (1) **Adjustable Axle Assemblies (Sliding Subframes)**. Adjustable axle assembly with locking pins missing or not engaged.

10. **Tires**.

a. **Any tire on any steering axle of a power unit**.

(1) With less than 4/32 inch tread when measured at any point on a major tread groove.

(2) Has body ply or belt material exposed through the tread or sidewall.

(3) Has any tread or sidewall separation.

(4) Has a cut where the ply or belt material is exposed.

(5) Labeled "Not for Highway Use" or displaying other marking which would exclude use on steering axle.

(6) A tube-type radial tire without radial tube stem markings. These markings include a red band around the tube stem, the word "radial" embossed in metal stems, or the word "radial" molded in rubber stems.

(7) Mixing bias and radial tires on the same axle.

(8) Tire flap protrudes through valve slot in rim and touches stem.

(9) Regrooved tire except motor vehicles used solely in urban or suburban service (see exception in §393.75(e).

(10) Boot, blowout patch or other ply repair.

(11) Weight carried exceeds tire load limit. This includes overloaded tire resulting from low air pressure.

(12) Tire is flat or has noticeable (e.g., can be heard or felt) leak.

(13) Any bus equipped with recapped or retreaded tire(s).

(14) So mounted or inflated that it comes in contact with any part of the vehicle.

b. **All tires other than those found on the steering axle of a power unit**.

(1) Weight carried exceeds tire load limit. This includes overloaded tire resulting from low air pressure.

(2) Tire is flat or has noticeable (e.g., can be heard or felt) leak.

(3) Has body ply or belt material exposed through the tread or sidewall.

(4) Has any tread or sidewall separation.

(5) Has a cut where ply or belt material is exposed.

(6) So mounted or inflated that it comes in contact with any part of the vehicle. (This includes a tire that contacts its mate.)

(7) Is marked "Not for highway use" or otherwise marked and having like meaning.

(8) With less than 2/32 inch tread when measured at any point on a major tread groove.

11. **Wheels and Rims**.

a. **Lock or Side Ring**. Bent, broken, cracked, improperly seated, sprung or mismatched ring(s).

b. **Wheels and Rims**. Cracked or broken or has elongated bolt holes.

c. **Fasteners (both spoke and disc wheels)**. Any loose, missing, broken, cracked, stripped or otherwise ineffective fasteners.

d. **Welds**.

(1) Any cracks in welds attaching disc wheel disc to rim.

(2) Any crack in welds attaching tubeless demountable rim to adapter.

(3) Any welded repair on aluminum wheel(s) on a steering axle.

(4) Any welded repair other than disc to rim attachment on steel disc wheel(s) mounted on the steering axle.

12. **Windshield Glazing**.

(Not including a 2 inch border at the top, a 1 inch border at each side and the area below the topmost portion of the steering wheel.) Any crack, discoloration or vision reducing matter except: (1) coloring or tinting applied at time of manufacture; (2) any crack not over 1/4 inch wide, if not intersected by any other crack; (3) any damaged area not more than 3/4 inch in diameter, if not closer than 3 inches to any other such damaged area; (4) labels, stickers, decalcomania, etc. (see §393.60 for exceptions).

13. **Windshield Wipers**.

Any power unit that has an inoperative wiper, or missing or damaged parts that render it ineffective.

Differences Between the Out-Of-Service Criteria & FMCSA's Annual Inspection

1. **Brake System**.

The Appendix G criteria rejects vehicles with any defective brakes, any air leaks, etc. The out-of-service criteria allows

20% defective brakes on non-steering axles and a certain latitude on air leaks before placing a vehicle out-of-service.

2. **Coupling Devices**.

Appendix G rejects vehicles with any fifth wheel mounting fastener missing or ineffective. The out-of-service criteria allows up to 20% missing or ineffective fasteners on frame mountings and pivot bracket mountings and 25% on sliderlatching fasteners. The out-of-service criteria also allows some latitude on cracked welds.

3. **Exhaust System**.

Appendix G follows §393.83 verbatim. The CVSA out-of-service criteria allows vehicles to exhaust forward of the dimensions given in §393.83 as long as the exhaust does not leak or exhaust under the chassis.

4. **Fuel System**.

Same for Appendix G and the out-of-service criteria.

5. **Lighting Devices**.

Appendix G requires all lighting devices required by part 393 to be operative at all times. The out-of-service criteria only requires one stop light and functioning turn signals on the rear most vehicle of a combination vehicle to be operative at all times. In addtion one operative head lamp and tail lamp are required during the hours of darkness.

6. **Safe Loading**.

Same for both Appendix G and the out-of-service criteria.

7. **Steering Mechanism**.

Steering lash requirements of Appendix G follows the new requirements of §393.209.

8. **Suspension**.

Appendix G follows the new requirements of §393.207 which does not allow any broken leaves in a leaf spring assembly. The out-of-service criteria allows up to 25% broken or missing leaves before being placed out-of-service.

9. **Frame**.

The out-of-service criteria allows a certain latitude in frame cracks before placing a vehicle out-of-service. Appendix G follows the new requirements of §393.201 which does not allow any frame cracks.

10. **Tires**.

Appendix G follows the requirements of §393.75 which requires a tire tread depth of 4/32 inch on power unit steering axles and 2/32 inch on all other axles. The out-of-service criteria only requires 2/32 inch tire tread depth on power unit steering axles and 1/32 inch on all other axles.

11. **Wheel and Rims**.

The out-of-service criteria allows a certain amount latitude for wheel and rim cracks and missing or defective fasteners. Appendix G meets the requirements of the new §393.205 which does not allow defective wheels and rims non-effective nuts and bolts.

12. **Windshield Glazing**.

The out-of-service criteria places in a restricted service condition any vehicle that has a crack or discoloration in the windshield area lying within the sweep of the wiper on the drivers side and does not address the remaining area of the wind shield. Appendix G addresses requirements for the whole windshield as specified in §393.60.

13. **Windshield Wipers**.

Appendix G requires windshield wipers to be operative at all times. The out-of-service criteria only requires that the windshield wiper on the driver's side to be inspected during inclement weather.

[66 FR 49875, Oct. 1, 2001; 73 FR 76827, Dec. 17, 2008; 77 FR 46639, Aug. 6, 2012; 77 FR 59829, Oct. 1, 2012; 78 FR 58486, Sept. 24, 2013]

SEPTEMBER 2016 SAFETY MEETING

Verifying Propane Odorization

Because propane is flammable, DOT regulations and NFPA 58 require that propane be odorized before delivery to a bulk plant or when the shipment will bypass the bulk plant. Propane personnel are required to verify the presence of odorant at various times, typically through a "sniff test". It is essential that you understand how to perform these tests safely and document them for your company.

When performing a sniff test, at time of bulk plant delivery:

- Protect yourself by wearing appropriate personal protective equipment (PPE)
- Vent only a small amount of liquid propane
- Sniff only after the vent is closed and the liquid propane has vaporized.
- Understand your company's policies and procedures, including how to document the presence of odorant, and what to do if you believe propane is not properly odorized.

When performing a sniff test, while loading a bobtail:

- After you secure the plant liquid transfer hose to the cargo tank connection and before you fill the cargo tank, briefly open and close the transfer hose end valve.
- Vent a small amount of liquid propane through a #54 vent and then close it.
- Sniff the area immediately after the liquid vaporizes.
- If you can smell propane odorant, proceed with loading your truck.
- If you cannot smell propane odorant, or smell anything unusual, do not load the cargo tank. Contact your supervisor immediately and tell others not to load until approved by the facility manager or supervisor.
- Record your sniff test on your loading ticket, daily routing report, or other company form and proceed with the loading operation.

If you cannot smell propane odorant:

In some situations, odorant can oxidize or fade, thus producing a potential hazard. If you cannot detect propane odor via sniff test (or other measure, such as an odorometer), carefully take the following actions:

- Do not load the cargo tank or cylinder.
- Disconnect the transfer hoses and secure them in their storage racks.
- Contact your supervisor immediately.
- Warn others not to load until approved by your supervisor. Your company may also require you to close and tag the withdrawal valves on the storage container so that the propane is not distributed to consumers.

SEPTEMBER 2016
MONTHLY SAFETY MEETING
MINUTES & ATTENDANCE RECORD

Company Name: _____

City: _____ **State:** _____

Date: _____ **Time Started:** _____ **Time Finished:** _____

Instructed By: _____ **Number Attending:** _____

Subject Covered and Comments:

1. Minimum Periodic Inspection Standards _____
2. Verifying Propane Odorization _____

_____

_____

_____

By my signature below, I certify that I attended and participated in this Safety Meeting and I understand the material presented.

Employee Name (Please print)	Employee Signature	License Expires *	Endorsements**	DOT Physical Expires***
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				

**List driver's license expiration date in this column.*
**Check licenses for proper endorsements and re-testing (For example: "HazMat") *List endorsements in this column.*
****List DOT physical expiration date in this column.*

By my signature below, I hereby certify that the employees listed above have been trained in accordance with the applicable regulation and curriculum for this monthly safety meeting.

Instructor's Signature: _____

Date: _____

E-Mail or fax this sheet only to: Lampton-Love, Inc.
Gene Maddox/Lynn Eldridge
P. O. Box 1607, Jackson, MS 39215-1507 **Fax #:**601-933-3420