

Meetings



- These are available so you can record and review Health and Safety related meetings, such as
 - Health and Safety Committee meetings
 - Toolbox meetings
 - Safety leadership tours
 - Team meetings

- You are able to allocate record and track the actions following the meeting through the Actions section of the meetings form.
- Meeting minutes that are submitted into Assura do not need to be sent to Health and Safety to be added to the meeting minute SharePoint page.
- Easily review the meetings that have occurred in your department and across the University.

