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| 日 期 |  | 天气 |  | 会议主持 |  |
| 参会人  员签字 |  | | | | |
| **会 议 内 容** | | | | | |
| （一）正常生产安全注意事项 | | | | | |
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| （二）制度、操作规程、事故案例等学习 | | | | | |
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| （三）当班作业内容风险辨识 | | | | | | |
| 序号 | 作业内容 | | 易发生事故类型 | 风险辨识 | 控制措施 | 风险辨识 |
| 1 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 2 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 3 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 4 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 5 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 6 |  | |  |  |  | 重大风险□  较大风险□  一般风险□  低风险 □ |
| 班组人员签退 | |  | | | | |