

March 13, 2017

Present : Radu, Flavius, Sandu, Iacob, Matt, Monika, Anja, Jeff, Yuriy, Yoshi, Cipi, Iacob, Roger

Edgebander is down, hopefully we can get it fixed ASAP or it'll set us behind. Regarding HWY99 . This is a very high end job, it's located in Whistler. If at any point something looks "not right" with even the smallest piece please let the relevant person know so the issue can be fixed immediately. It will cost us much more in the long run if we need to send a tech to Whistler to fix it after it has been installed than if we fix it right here and now.

Safety:

After doing a walk around the shop today I noticed the following items that need our attention:

There are a few boards stored against walls the locations were:

- under the stairs, by the entrance to the spray booth
- by the CNC specifically leaned against the wall towards
- by the production office

please do NOT clean yourself with compressed air. It's very dangerous

Also we need to brush up on our training. The following people need training:

- Sandu WHMIS - Lockout
- Flavius - Lockout, Forklift, Scissorlift
- Sandu - WHMIS, Lockout
- Iacob- Lockout, Forklift, Scissorlift
- Matt - Lockout, Forklift, Scissorlift
- Anja - Lockout

- Jeff - WHMIS, Lockout
- Yuriy - WHMIS Lockout, Scissorlift, although he's up to date he'll redo Forklift
- Yoshi - WHMIS Lockout,
- Cipi - Lockout, Forklift,
- Roger - WHMIS Lockout, Forklift

I have signed you guys up and you'll each get an invitation to sign into an online website and complete the course you've been signed up for. We are paying for the course you just need to dedicate about 4 hours of your time. Please try to have it done this week.

Jeff needs steel toe boots. Robert needs to update his in house skills. Matt will help him with that.  
Also the Rails to the mezzanine need dusting; same with the light fixtures.

Thanks and let me know if you have any questions.

Enjoy your week,

Monika

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