Hazard report form



When to use this form

Use this form if you want to let us know about a hazard.

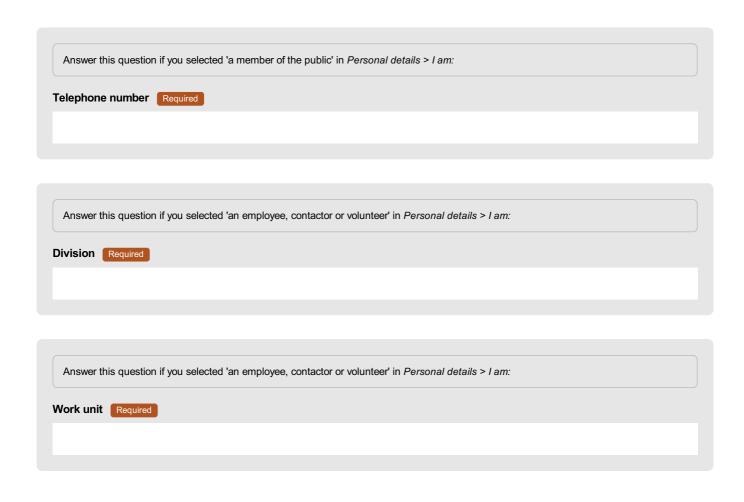
This form is for City of Hobart employees, contractors and volunteers that want to report a hazard in the workplace and also for members of the public who want to let us know about a hazard they may have seen.

If you have been involved in an incident or a near miss (including vehicle accidents) you need to complete and submit the <u>Incident and near hit report form.</u>

If you have any questions you can contact as at coh@hobartcity.com.au or on 6238 2711.

Personal details

| I am: (Select 1 option) Required an employee, contactor or volunteer a member of the public | |
|---|--|
| First name Required | |
| Last name Required | |
| Email address Required | |

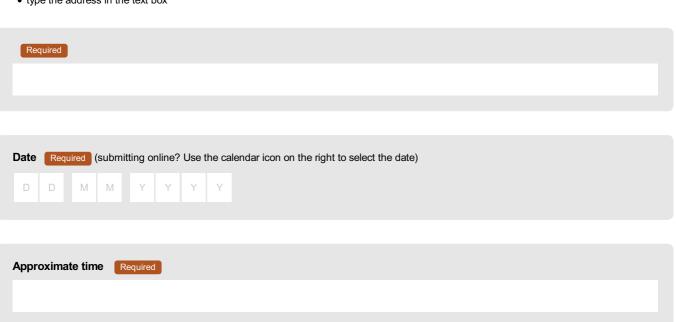


Hazard details

Location

You can select the location by doing one of the following:

- use the map to find the location
- click on 'use my current location' if the location relates to where you are at the time of submission (you will need to enable the location on your device)
- type the address in the text box



| Provide a description of the hazard (including the specific location of the area e.g. the left hand side facing the shop) |
|--|
| Attach a photo or diagram (optional) Please attach all files to the end of this form before submitting it. |
| Answer this question if you selected 'an employee, contactor or volunteer' in <i>Personal details > I am</i> : What was the immediate action taken to make safe? Required |
| Answer this question if you selected 'an employee, contactor or volunteer' in <i>Personal details > I am</i> : Attach a photo or diagram (optional) Please attach all files to the end of this form before submitting it. |
| Answer this question if you selected 'an employee, contactor or volunteer' in Personal details > I am: |
| What corrective action is needed to fix the hazard? Required |

For information on how Council manages, handles and protects personal information it collects please refer to the <u>Privacy Statement and Policy</u>.

End of form

Don't forget to attach all files before submitting this form