

Identified Hazards Report Form

- Accidents, incidents and injuries should be reported on a the injury, illness & online incident report form.
- If the matter is urgent, telephone the OH&S Unit on 52365 or Security on 53333.

The following section is to be filled out by the person identifying the hazard, then submitted to your Workplace Health and Safety Officer for action before being submitted to the OH&S Unit.

Reported by: _____ Phone: _____ Email _____@uq.edu.au

Building and room No. or area: _____ Is this a lab? Y*/N

Hazard _____

*(include sketch or further information on back of form or photo if applicable). *Attach PF306 if this is a lab area*

Have accidents been caused by this hazard? Yes No Don't know

If yes, give details _____

Any corrective action recommended/taken _____

Signature _____ Date _____

Workplace Health and Safety Officer:

Action taken

_____ Action by: _____ Date _____

Signature of WHSO _____ Date _____

OHS Unit

File, no action required

WCC, P&F Funded

Other funding (see attached hazards Funding Request form)

OHS Advisor: _____

OHS Authorisation: _____

(Circle)

1 – URGENT; 2 – Semi-Urgent (2 working days); 3 – Non-Urgent – (5 working days); 4 – Programmed; 5 - Agreed

Scanned to WCC, WHSO, Originator

Job No: _____