

Student reporting the hazard to complete Part B (Part A Inspection Report):-

Nature of Issue:			
Names of employee reporting the hazard:			
Department:	Building Studies Campus Leederville Central Institute of Technology		
Type of Hazard:	<input type="checkbox"/> Fire Safety & Emergencies <input type="checkbox"/> Ergonomic /Manual Handling <input type="checkbox"/> Biological and Infection <input type="checkbox"/> Equipment Other _____	<input type="checkbox"/> Electrical <input type="checkbox"/> Slip/trip/fall <input type="checkbox"/> Security <input type="checkbox"/> Air quality/ventilation Other _____	
Location of hazard:	a)		
Assessment of hazard/risk:	Refer to Risk Assessment matrix (Please tick one)	<input type="checkbox"/> Extreme Risk	Immediate action required by Management
<input type="checkbox"/> High Risk		Senior Management attention and action required	
<input type="checkbox"/> Medium Risk		Management attention required. Action Plan required.	
<input type="checkbox"/> Low Risk		Review process and procedures to maintain controls	
Referred to for action:	Learning Portfolio Manager	Date:	