1. Fill out required fields and answer other questions as needed.
2. Add photos and notes/comments
3. For any items requiring a Corrective Measure, in the “Observation Outcome” section provide the problem description and send to [hsw@infratec-uk.com](mailto:hsw@infratec-uk.com)

Observation Colour

GREEN – Positive Observation / Observation not requiring action

AMBER – Observation requiring future action – CAR to be created

RED – Immediate action required / Health and Safety risk – CAR to be created

|  |  |  |  |
| --- | --- | --- | --- |
| Originator |  | Date & time of observation |  |
| Project |  | Location of observation |  |
| Select Category the observation most relates |  | If other, please describe |  |

|  |
| --- |
| Works being carried out |
|  |
| Comments / Description |
|  |
| Supporting Photographs |
|  |

|  |  |
| --- | --- |
| Observation Outcome | |
| Outcome |  |
| Priority |  |
| Problem Description |  |

|  |  |
| --- | --- |
| Name |  |
| Date |  |