

SMARTER TOGETHER



Report a Hazard



How-to – Filling out the ThinkSafe Reporting form

Select your Hazard 'Type'

 You will have three choices (Hazard, HSE Observation and HSE Walk & Talk)

Make sure to provide your Site ID or store name

The HSE team will require this information to identify the location of the hazard.

Description and Recommendations for Follow-up

A brief description is required.
Explain the hazard as best as you can.

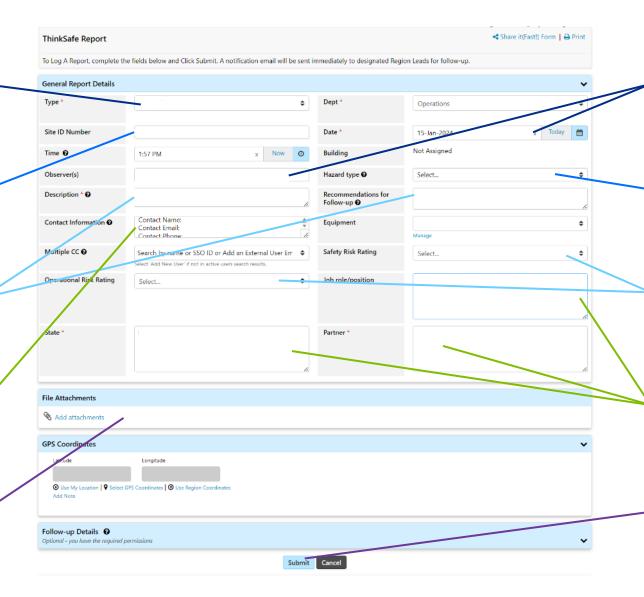
Contact Information

• The contact information of the line manager of the site is required for the HSE team to contact directly.

File Attachments

 Either the camera icon or 'Add attachments' will appear.
Select/take photos of hazard(s).





Date and 'Observer' Name

 The date that the hazard was observed, as well as the name of the person who first observed it.

'Hazard Type' selection

 Ensure hazard is correctly categorised using categories/subcategories provided.

Safety and Operational Risk Ratings

 These are optional fields. The HSE team will change where required

Role, State and Partner

- Add the role of the person calling the hazard out (BWT/ Cleaner)
- State and Partner are mandatory fields.

Contact Information

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