

HEALTH & SAFETY REPS Report form

This form provides a record that an inspection has been conducted and the points detailed have been officially raised to the employer as matters of concern.

Business				
Area/workplace inspected				
Date of inspection	/	/	Time	am/pm
HSR conducting the inspection			Signature	
Employer/representative accompanying (if applic)			Signature	
Record of receipt by employer/representative	/	/	Signature	

Details of matter/s notified

Include location and details

Remedial action/s

To be completed by employer. If actionable, include a date. If no action, provide an explanation. Feed back to HSR.



Details of matter/s notified

Include location and details

Remedial action/s

To be completed by employer. If actionable, include a date. If no action, provide an explanation. Feed back to HSR.

HSR signature and date

Employer/representative signature and date