# Hazard report form

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| **Details of person reporting the hazard** |
| Full name |  | Phone |  |
| Email |  | Position |  |
| **Details of the hazard** |
| Date and time identified |  | Location |  |
| Details of the hazard |  |
| Actions taken to control risk |  |
| **Details of person who the hazard was reported to** |
| Full name |  | Phone |  |
| Email |  | Position |  |
| **Suggested actions** |
| Details of additional risk control measures to take |  |
| Signature of person reporting |  | Date |  |