APPENDIX E

EMPLOYEE REPORT OF
ALLEGED UNSAFE OR UNHEALTHFUL WORKING CONDITIONS

For use of this form, see AR 385-10; the proponent agency is Office of The Inspector General.

This form is provided for the assistance of any complainant and is not intended to constitute the exclusive means by which a complaint may be registered with the local Safety Office (Ref OSHA Poster on rights of employees and their representatives).

The undersigned *(check one)*

☒ Employee ☐ Representative of employees ☐ Other *(Specify)* ____

believes that a job safety or health hazard exists at the following place of employment

BLDG # 334 Post Exchange

SAMPLE

Does this hazard*(s)* immediately threaten serious physical harm? ☐ Yes ☐ No

If "yes" checked, immediately contact your supervisor or safety representative.

Name of official in charge: William Smith, Manager Telephone: X 6189

Operation/Activity: Post Exchange

Exact location of worksite: Bldg # 334

1. Kind of operation: General Retail Sales.

2. Describe briefly the hazard which exists there including the appropriate number of employees exposed to or threatened by such hazard

Water pipes located in a storage room are dripping water onto the floor, causing a slipping hazard. Problem has been ongoing for several months.

3. List by number and/or name the particular occupational safety and health standard*(s)* which may have been violated, if known

Unknown

4. *(a)* To your knowledge, has this hazard been the subject of any union/management grievance or have you *(or anyone you know)* otherwise called it to the attention of, or discussed it with the employer or any representative thereof? No

(b) If so, please give the results thereof, including any efforts by management to eliminate or reduce the severity of the hazard

5. Please indicate your desire:

☐ I do not want my name revealed to the official in charge.

☒ My name may be revealed to the official in charge.

WORK LOCATION	TELEPHONE NO.	DATE
Bldg # 334	X 5671	26 AUG 98

TYPED OR PRINTED NAME OF EMPLOYEE OR EMPLOYEE REPRESENTATIVE	SIGNATURE
Samuel Moore	

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