

# Gwynedd Mercy University

## Hazardous Condition Report

If you notice a hazardous condition please fill out the form below. Reports can be made anonymously if you prefer. **Send completed reports to the Environmental Safety Office at Keiss Hall 236 or Fax them to 215-542-4604.** You may also submit an attachment via email as well.

All faculty members, staff, students and visitors at Gwynedd Mercy University have an obligation to perform their work in a manner that does not endanger their health and safety, the well-being of others, or the environment. Members of the GMercyU community can participate in making the campus a safe place to work, study, and live by identifying safety hazards or unsafe conditions on our campus.

Date Reported: \_\_\_\_\_

Please Describe Condition Below:

Gwynedd Mercy University will not take any action against an employee in reprisal for exercising rights to participate in communications involving safety in accordance with federal laws and Occupational Safety and Health Administration regulations. We welcome employees to bring safety concerns to our attention.

Reported by: \_\_\_\_\_  
(Name) (Date)

Would you prefer your personal information to be held confidential?

Yes \_\_\_\_ No \_\_\_\_

Has this matter been reported to the area Supervisor?

Yes \_\_\_\_ No \_\_\_\_

Safety Committee Representative: \_\_\_\_\_ (Reviewer)(Signature)  
(Date)

Date Reviewed by Employee Safety Committee \_\_\_\_\_

Actions Taken:

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