

**CITY OF DANBURY
HAZARD REPORT**

Safety is the responsibility of each and every employee of the City of Danbury!

Forward a copy to the Building Supervisor or Manager, Department Supervisor responsible for correction, and Risk Management upon completing Part I.

Part I - To Be Completed by Employee Reporting Unsafe Act or Condition :

Location:	Date:	Time: <input type="checkbox"/> AM <input type="checkbox"/> PM
How long has Condition Existed?		
Description of Unsafe Act or Condition		
Safety Suggestion		
Reported by:	Signature:	Date:
Dept Reported to:		

Part II - To Be Completed by Department Supervisor Responsible for Correction

Action Taken: (be specific, i.e.: new equipment, retraining, etc.)

Signature:

Date: