



## UW Safety Office Safety Concern Report Form

Safety is a priority at the University of Wyoming (UW). If you have a safety related concern, please complete part A below and submit to UW Safety at [uwehs@uwyo.edu](mailto:uwehs@uwyo.edu) and UW Operations at [SvsDesk@uwyo.edu](mailto:SvsDesk@uwyo.edu). A UW Safety Office staff member will follow up regarding your concern and contact you if you wish to leave your contact information.

Part A: Completed by the Reporting Individual			
Date Submitted:			
<i>Please select one:</i> <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Other (Please Specify)			
Contact Information (optional):			
Reported By:		Department:	
Contact Phone Number:		Email:	
Reported Previously To (if applicable):			
DESCRIPTION OF SAFETY CONCERN			
<input type="checkbox"/> Ergonomic Safety: workstation, lifting, posture and motion	Please note specific details of the safety concern below:		
<input type="checkbox"/> Facilities: buildings, housekeeping and maintenance	Date:	Time:	
<input type="checkbox"/> Fire safety, exits, signs, AED maintenance, and safety equipment	Location:		
<input type="checkbox"/> Grounds: vehicle/bicycle safety, transit routes, parking lots, walking paths/surfaces, lighting	Brief Description:		
<input type="checkbox"/> Indoor Environmental Quality: air quality, ventilation and temperature			
<input type="checkbox"/> Laboratory: chemical, biological, radiation, exposure concerns and waste issues			
<input type="checkbox"/> General Safety: personal safety, regulatory compliance			
<input type="checkbox"/> Other			
Suggestions for Correction			
Follow-up Action(s) Taken			
Part B: Completed by UW Safety Office			
UW Safety Office Person:		Follow-up Completion Date:	