

Hazard Reporting App Information Sheet

Why do we have a Hazard Reporting App?	<p>Near Miss and Hazard reporting gives us a chance to intervene before harm occurs.</p> <p>Reporting near misses and hazards in real time allows corrective and preventative actions to be identified and actioned.</p> <p>Veolia Water Technologies uses both paper-based and online reporting options. We now have an iOS based Hazard Reporting App available to workers</p>
How does the program work?	Workers who have access to Apple smartphones can download the Hazard Reporting app by going into the App store and searching for Veolia Incidents and downloading the program.
How do I report a near miss or hazard using the App?	<ol style="list-style-type: none"> 1. Open the App. 2. Hit the Form tab and a Hazard Report screen will open up. 3. Complete the fields. If you have photos to upload, choose the file then hit the upload button. <i>Note : You need to wait for the file to upload before submitting.</i> 4. Hit Submit and continue
Where does my report go?	<p>The report will automatically be sent to health.safety@veolia.com where it will be reviewed by the WHSEQ Team before being forwarded onto the relevant manager or supervisor.</p> <p>NOTE: Your submitted reports will NOT show in the View tab.</p>
What happens next?	<p>The manager/supervisor will then call you and discuss the hazard or near miss submitted and the best options going forward. These could include:</p> <ul style="list-style-type: none"> • <i>Further investigation</i> • <i>Immediate actions required</i> • <i>Notification to client</i> <p>Reports will be entered into the database to ensure accurate reporting of near misses and hazards and effective preventive actions are implemented.</p>
Who can use the App?	All workers, contractors, client or other stakeholders are able to submit reports via the Veolia Near Miss and Hazard Reporting App.