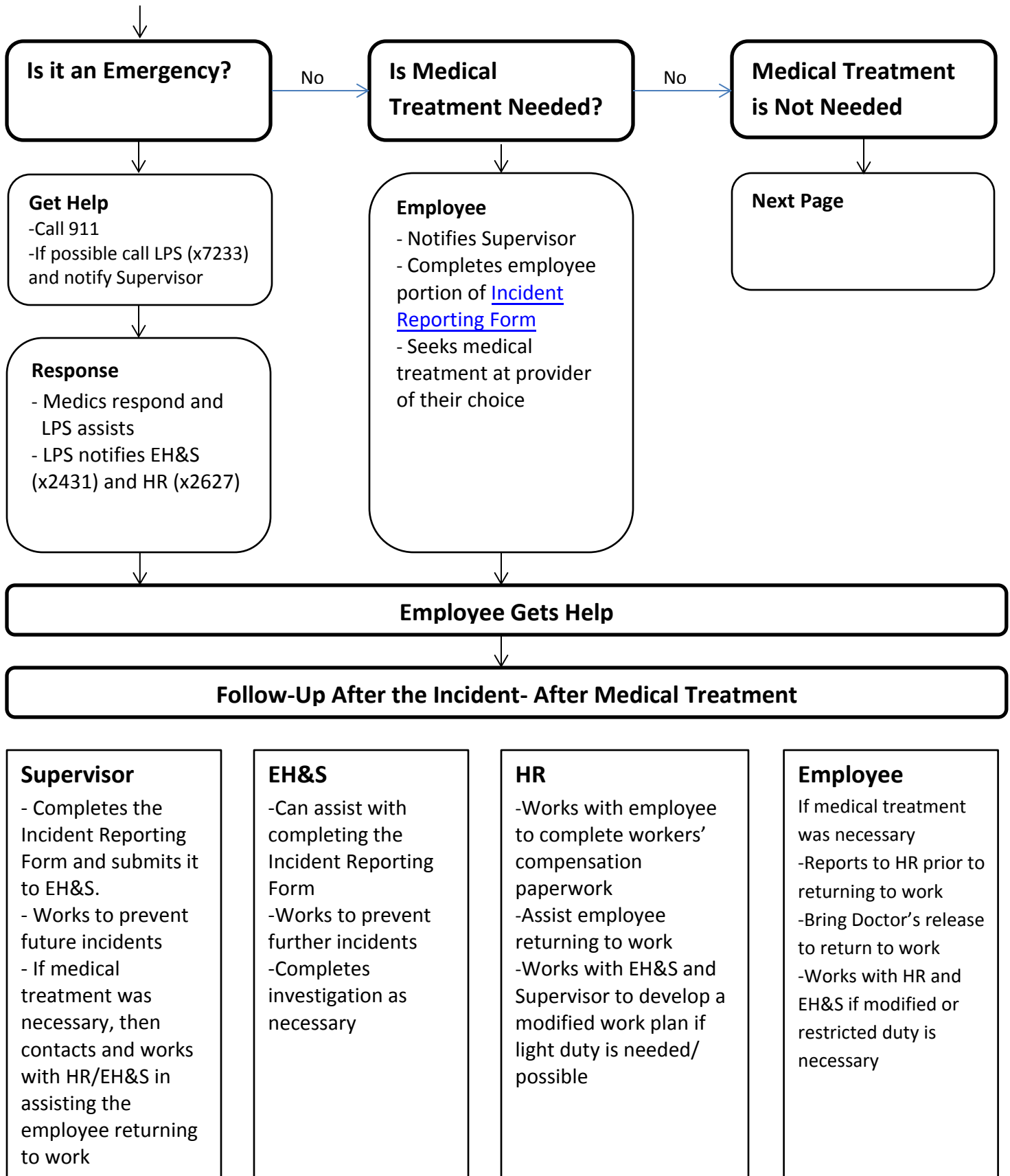


Incident Reporting



Incident Reporting



When Medical Treatment is Not Needed



Employee

- Notifies Supervisor
- Completes employee portion of [Incident Reporting Form](#)
- Reports hazards to Facilities (x2227), LPS (x7233), or EH&S (x2431) as appropriate



Follow-Up After the Incident



Employee

- Works with supervisor to prevent future incidents

Supervisor

- Completes the Incident Reporting form and submits it to EH&S.
- Works to prevent future incidents
- Consults with EH&S to develop plan to prevent future incidents

EH&S

- Can assist with completing the Incident Reporting Form
- Works to prevent further incidents
- Completes investigation as necessary