

**St. Mary's Scottish Episcopal Church Dunblane
HAZARD REPORT/SAFETY IMPROVEMENT REQUEST**

Date	Raised By: <i>(Please include contact Telephone Number and association with St Mary's)</i>
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Source of Request: *(Housekeeping Inspection, Hall user, Member of public, Complaint, Accident Report)*

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Description of Hazard/Safety Improvement: *(Please include as much detail as possible including any defects identified, maintenance required)*

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Thank you for completing this form. Please now submit this form through the rectory post box or give to a member of Vestry Team, or e-mail to safety@stmarysdunblane.org

**CORRECTIVE or PREVENTIVE ACTION
(To be completed by H&S Co-ordinator or Committee)**

Action Required	Estimated Cost

Approved By:	Date:
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Actioned By:	Procedural Change: Yes/No
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Closed Out By:	Closed out Date:
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