

Originator:	
Date Created:	23-Jan-2019
Business Unit:	E&I Solutions
Business Group:	Canada
Project/Office:	Canada - East
Site/Office Name:	London, ON
Home or Work Related Observation?:	Work
Exact Location or Project of Act/Condition/Safe Behaviour:	General observation
Observation Type:	Unsafe Condition
Observer Name:	Jennifer Boak
Observer Email Address:	jennifer.boak@woodplc.com
Stakeholder:	Wood
Observation Date:	14-Jan-2019
Observation Time:	13:00
Observation Close Date:	01-Feb-2019
Observation Category:	Work Environment Housekeeping
Details of safety observation:	Electricians were to be working in our basement storage space. Went downstairs to check that the electrician would have safe access to light ballasts. Noted that archaeology equipment needed to be moved off the floor and stored on the shelves.
Immediate action taken:	Spoke to archaeology team. Developing plan to ensure that shelves are available to store equipment immediately upon return, instead of leaving on the floor. Planned electrical visit for when the storage area was clean and free of hazards.
Supporting Information:	
Feedback required?:	No