

<b>Originator:</b>	
<b>Date Created:</b>	28-Feb-2019
<b>Business Unit:</b>	AS EAAA
<b>Business Group:</b>	Capital Projects EAAA
<b>Project/Office:</b>	Reading Office
<b>Service Line:</b>	NEMEA
<b>Site/Office Name:</b>	Reading Office
<b>Home or Work Related Observation?:</b>	Work
<b>Exact Location or Project of Act/Condition/Safe Behaviour:</b>	SP0E Corporate area
<b>Observation Type:</b>	Unsafe Condition
<b>Observer Name:</b>	Littleford, Mark
<b>Observer Email Address:</b>	mark.littleford@woodplc.com
<b>Stakeholder:</b>	Wood
<b>Observation Date:</b>	28-Feb-2019
<b>Observation Time:</b>	10:00
<b>Observation Close Date:</b>	
<b>Observation Category:</b>	Work Environment Pedestrian routes (floors, stairs etc.)
<b>Details of safety observation:</b>	the ramp is hidden by the carpet colour and local lighting, causing one of my colleagues to fall down the ramp, jarring his back.
<b>Immediate action taken:</b>	
<b>Supporting Information:</b>	Heart.docx
<b>Feedback required?:</b>	Yes
<b>Comments from Reviewer</b>	
<b>Cancel Comments:</b>	Incident represents an slip / trip.



When entering the slope is visible and there is a warning sign.



When leaving the office the ramp is hidden by lighting effect and there is no sign.