

Originator:	
Date Created:	11-Feb-2019
Business Unit:	Specialist Technical Solutions
Business Group:	Technology & Consulting
Project/Office:	Glasgow TC
Service Line:	T&C Europe & Africa
Site/Office Name:	Glasgow TC - Internal/Wood
Home or Work Related Observation?:	Work
Exact Location or Project of Act/Condition/Safe Behaviour:	Staff member 'interrogating' smart phone whilst descending stairs in building
Observation Type:	Unsafe Act
Observer Name:	Alan Smith
Observer Email Address:	alan.smith@woodplc.com
Stakeholder:	Wood
Observation Date:	08-Feb-2019
Observation Time:	12:30
Observation Close Date:	11-Feb-2019
Observation Category:	Work Environment Pedestrian routes (floors, stairs etc.)
Details of safety observation:	Observed staff member reading details from mobile phone whilst descending stairs - not paying attention to local environment or others around.
Immediate action taken:	I intervened and politely highlighted to the member of staff the risk of injury and possible fall on/into others due to trip/slip during descent/ascent. Staff member agreed and ceased unsafe activity.
Supporting Information:	
Feedback required?:	No