

Originator:	
Date Created:	27-Dec-2018
Business Unit:	AS EAAA
Business Group:	Capital Projects EAAA
Project/Office:	Alexandra Road Office
Service Line:	Asia Pac
Site/Office Name:	Singapore office
Home or Work Related Observation?:	Work
Exact Location or Project of Act/Condition/Safe Behaviour:	Alexandra common office area
Observation Type:	Safe Condition
Observer Name:	Teo, JieWei
Observer Email Address:	jjiewei.teo@woodplc.com
Stakeholder:	Wood
Observation Date:	26-Dec-2018
Observation Time:	13:30
Observation Close Date:	27-Dec-2018
Observation Category:	Work Environment Housekeeping
Details of safety observation:	I have clean my work area from dust and dirt. This to maintain proper cleanliness and hygiene at my work area.
Immediate action taken:	None
Supporting Information:	
Feedback required?:	No