

<b>Observation Number:</b>	201901933
<b>Originator:</b>	
<b>Date Created:</b>	11-Feb-2019
<b>Business Unit:</b>	Consulting
<b>Business Group:</b>	Energy Optimisation & Innovation
<b>Project/Office:</b>	E&I Renewables
<b>Sub Business Group:</b>	EMEA
<b>Site/Office Name:</b>	E&I Renewables (onshore)
<b>Work Related or Non-Work Related Observation?:</b>	Work Related
<b>Exact Location or Project of Act/Condition/Safe Behaviour:</b>	Staff member 'interrogating' smart phone whilst descending stairs in building
<b>Observation Type:</b>	Unsafe Act
<b>Observer Name:</b>	Alan Smith
<b>Observer Email Address:</b>	alan.smith@woodplc.com
<b>Stakeholder:</b>	Wood
<b>Observation Date:</b>	08-Feb-2019
<b>Observation Time:</b>	12:30
<b>Observation Close Date:</b>	11-Feb-2019
<b>Observation Category:</b>	Work Environment Pedestrian routes (floors, stairs etc.)
<b>Details of safety observation:</b>	Observed staff member reading details from mobile phone whilst descending stairs - not paying attention to local environment or others around.
<b>Immediate action taken:</b>	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.
<b>Supporting Information:</b>	
<b>Feedback required?:</b>	No