

Roles, Access and Support

- report incidents and safety observations
- complete and close out corrective actions and meeting actions.

- triage the reports made by your staff and determine if further action needs to be taken
- maintain a safe work environment by addressing the issues raised and implementing improvements
- promote the use of the system among staff
- provide feedback.

- assist with initial queries from the managers and staff in your department.
- escalate to Health & Safety when you need help
- record investigations and track actions.
- promote the use of the system amongst staff
- provide feedback.