

**SECTION 5:
REPORTING SAFETY CONCERNS**

Each employee has the opportunity to report, without fear of reprisal, any unsafe act, conditions or procedures that they may observe in the workplace. Employees may discuss and participate in any WISHA safety and health related practice and may refuse to perform dangerous tasks without fear of discrimination. Discrimination includes: dismissal, demotion, loss of seniority, denial of a promotion, harassment, etc.

If you believe you're being asked to do something potentially unsafe report it to your supervisor and ask them to correct it or ask for other work.

Any employee who observes a safety and health hazard must report the hazard to either their immediate supervisor, the superintendent or to a member of the Safety Committee. Hazards may be submitted in writing or orally, and may be submitted anonymously. Employees may also use the "Safety Committee Recommendation Form" document the details. A copy of the form is found in Appendix B. The supervisor, Safety Officer or Safety Committee will review, validate and take corrective action on valid hazards. The originator will be notified of any action taken or planned for the abatement of the hazard. Action on hazard reports will be documented in the Safety Committee meeting minutes.

Reference: WAC 296-800-120, WAC 296-360 (Discrimination)