

## Report of a complaint about unsafe work activities

### Part A

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#### About you

##### 1. Your status

Employee	Member of the public
Safety Representative	Self Employed
Trade Union	SOM/Product Safety
Other	

##### 2. Do you want to make anonymous complaint?

Yes                      No

**We cannot send you a copy of your complaint, but will provide you with a Reference Number should you wish to check progress**

##### 3. Do you wish your name to remain in confidence?

Yes                      No

**HSENI will not disclose your name to the occupier, but may have to say that a complaint has been received in which case the occupier may be in a position to identify the source.**

##### 4. What is your Name?

Title  
First Name  
Surname  
Property  
Street  
Locality  
Town  
County  
Postcode  
Telephone  
E-mail

If you fail to provide a valid e-mail address then we will be unable to acknowledge receipt of your complaint

### Part B

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#### Premises details

##### 1. Company Name

##### 2. Nature of business

##### 3. Address Details

Property  
Street  
Locality  
Town  
County  
Postcode

### Part C

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##### 1. Has the matter been raised with the company/ person responsible?

Yes                      No                      Don't know

##### 2. Is there work currently in progress?

Yes                      No

To assist HSENI with your case, please provide as much detail as possible below, including how long the complaint has been going on and the approximate days / time when persons are on site:

##### 3. Details:

Your Signature

Signature

Date

(Please use format: dd/mm/yyyy)

Please send this form to the Enforcing Authority for the place where it happened.  
If you do not know the Enforcing Authority, send it to: Health and Safety Executive for Northern Ireland (HSENI)  
83 Ladas Drive, Belfast. BT6 9FR  
Or fax it to: 028 9023 5383 Or E-mail: [online@hseni.gov.uk](mailto:online@hseni.gov.uk)