

HS338a Unresolved Issue Notification



UNSW
SYDNEY

The purpose of this form is to formally notify the PCBU that a health and safety issue remains unresolved. It is to be sent from the person who originally reported the issue to the PCBU or their representative. See [WHS Consultation and Issue Resolution Procedure](#)

Details of the Issue

Issue Number from UNSW's Online hazard report system:

Brief description of the unresolved issue:

How was the issue originally identified and by whom?

Number of other workers in the workgroup affected by the issue:

How was the PCBU representative notified?

What is the Risk Rating for the issue?

What measures have been taken to date to resolve the issue?

Why do you believe the issue remains unresolved?

Please attach any further evidence such as risk management form, incident investigation form, photos, witness statements etc.

Name: _____ Your Workgroup _____

This form is being circulated to:

Your Supervisor:	
Your WHS Business partner/BP:	