

# FACT SHEET

## THE SAFETY REPORTING TOOL



**The Safety Reporting Tool was launched in December 2021 to provide a user-friendly method to report safety-related mishaps, hazards and concerns from any mobile device to Occupational Safety, and Health teams for the relevant Market, Region or Activity.**

The tool was created at the request of the Administration and Management (J-1), Financial Operations (J-8) directorates, and the Occupational Safety and Health team. All three groups collaborated in the development of the tool. Key features include digital forms that generate mishap and hazard reports, submit safety suggestions, report Occupational Safety and Health Administration (OSHA) visits, and recommend employees for a safety award.

You can access the Safety Reporting tool at <https://mobile.health.mil/safety-app/>

**Safety Hazard Report**

**Hazard Details**  
Please select one of the following required location identifiers: \*

MARKET Or DHA ACTIVITY NOT REPORTING TO A MARKET

WHAT TYPE OF HAZARD EXISTS?

Unsafe Procedures  Unsafe Practices  Unsafe Conditions

IS A HEALTH OR FIRE HAZARD INVOLVED?

Yes  No

DATE HAZARD OCCURRED:\*

TIME HAZARD OCCURRED:\*

DESCRIPTION SUMMARY:\*

Please provide a description of the hazard to include involved personnel and any additional information not captured above.

Describe the hazard...

**Safety Award Nomination**

**Award Nomination Requirements**

Recommend an employee or colleague for a Safety Award for actions that have improved the safety of the workplace and/or DHA Safety Program. Supervisory and non-supervisory employees may submit a recommendation for a Safety Award.

**Award Nominee's Details:**

First Name

Last Name

Email Address

Phone Number

Supervisor's First Name

Supervisor's Last Name

Supervisor's Email Address

Please select one of the following required location



### Key Benefits

- ▶ Allows access from any device due to the user-friendly interface
- ▶ Easy and accessible tool to report incidents and hazards from any mobile device

### Key Features

- ▶ Digital forms generate reports for mishaps or hazards
- ▶ Ability for users to submit safety suggestions
- ▶ Report Occupational Safety and Health Administration (OSHA) Compliance Officer visits
- ▶ Recommend DHA employees and Service Members for safety awards
- ▶ Attach pictures and documents for review
- ▶ As a progressive web app, no download is required to access tool

SDD is a component of the DHA DAD IO (J-6). To subscribe for SDD product news, please visit <https://public.govdelivery.com/accounts/USMHS/DHSS/subscriber/new>.