



Unsafe Condition Report

ETS is committed to maintaining a safe work environment. A safe work environment is one which is free from accidents, injuries and work-related illnesses. All employees must work together to create and maintain a safe environment for all employees, students and visitors.

Employee's Name: (Optional) _____

Date: _____

Department (Job site): _____

Describe the unsafe condition or practice: _____

Location: (Building, Floor, Room #, Department, etc.)

Has this matter been reported to your supervisor? Yes No

Do you wish to be notified of action taken: Yes No (If yes, please make sure contact information is available)

Completed form can be emailed to pclookey@etsjobs.com, dropped in our mail box at the entrance to the ETS Office, faxed to 518-536- 9056 or mailed directly to Human Resources at 186 US Oval, Plattsburgh NY 12903.