



Royal Mail

Stop near miss improve think unsafe act hazard act safe resolve review report engage idea better unsafe condition



Be Positive



Be Brilliant



Be Part Of It

FEEDBACK

DID YOU NOTICE SOMETHING **GOOD**, **BAD** OR A **GREAT IDEA** TO SHARE?

☐☐☐

STOP



WHAT AND WHERE IS THE HAZARD/SAFETY ISSUE?

THINK



WHAT DO I THINK COULD HAPPEN IF NOT RESOLVED?

ACT



IS IT SAFE FOR ME TO DEAL WITH NOW?  
WHAT DID I DO TO RESOLVE?

Give this to your manager or put in the STAR – Keep Someone Safe box

# STAR Observation Card

## REPORT



WHAT ELSE DO YOU THINK SHOULD BE DONE TO  
RESOLVE/WHAT IS YOUR GREAT IDEA?

Name

(you can report anonymously if you wish)

Site

Date

Time



**Tick any boxes that apply:**

Machinery

☐

Hand tools

☐

Fire, Electricity, Haz substance

☐

Dogs/Animals

☐

Slip, trip, fall risk

☐

Assault/Attacks

☐

Stepping/Striking/Impact

☐

Equipment/Machinery

☐

Objects falling

☐

Road vehicles

☐

Lifting & Handling

☐

Public/Customer

☐

*Give this to your manager or put in the STAR – Keep Someone Safe box*