

# UNION INSPECTION NOTICE

Complete this form  
in block capitals  
or using a PC or  
typewriter

copied to  
safety committee



filed



Date: ..... UIN reference: .....

To: ..... (name of safety manager/director as appropriate)

I : ..... (name of the safety representative issuing the notice)

appointed as the safety representative by ..... (give name of trade union)  
under the Safety Representatives & Safety Committee Regulations 1977 (SRSC) believe that you as an employer are contravening the  
following statutory provision(s) [identify Regulation(s) contravened]

The contravention is occurring at: (address or area of the workplace)

The reasons for my opinion are as follows:

and I hereby request you to remedy the said contravention(s) or,  
as the case may be, the matters occasioning them, by (give date) .....

The following action should be taken:

I will be posting this notice in an appropriate location so that the workforce are made aware of my concerns. Should we fail to agree on a  
course of action arising from this Notice, I reserve the right to inform my union and the relevant enforcement authority.

Signature of safety representative: .....

Signature of employer or their representative  
acknowledging (without prejudice) receipt of the Notice: .....

Name ..... Date .....

Position within the organisation .....

