

REA Health and Safety Report

January 2022

- Please, remember you **MUST WEAR A MASK** and follow all regulations related to the districts policy on this matter.
- Also, read the Wellness Wednesdays.
- Reminder there was changes to our Health Insurance as noted by the mailings and Monday messages.

There are MANY health and safety concerns with the buildings.

Therefore, to help me help you: Please, follow these guidelines when reporting issues.

1. **Indicate the building.**
2. **Indicate where the issue is taking place.**
3. **Indicate the specific issue.**
4. **Indicate that you talked to administration - names and dates.**
5. **Timeline of events. With any actions take. For example, work order placed on (date). AC contractors looked at vent, however, was not fixed on (date).**

Building issues were not discussed at the last Health and Safety meeting, facilities was not present. However, we did bring up issues to have them in the minutes for next time.

- Remember to hand in your physical reimbursement form to save money. Submit the form to the Benefits Office.
- If you have any questions or concerns please contact me or the REA office.

Respectfully Submitted,

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