

## REA Health and Safety Report

December 2022

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 the administration - names and dates.
5. Timeline of events. With any actions taken. For example, work order placed on (date). AC contractors looked at the vent, however, it was not fixed on (date).

At this point it seems that all heating and cooling concerns are being addressed.

Mrs. Titus and I will continue to push for a system that follows concerns like the one used for technology issues.

- If you have any questions or concerns, please contact me or the REA office.

Respectfully Submitted,

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