

# Safety Suggestion Box Log

## Main

### Safety Suggestions Log:

Date Received	Submitted By (optional)	Department/Area	Suggestion Details	Status	Responsible Person	Date Actioned	Action Taken / Comments

Options for 'Department/Area': Production, Maintenance, Warehouse, Office, Other

Options for 'Status': New, Under Review, Implemented, Rejected, Closed

Reviewed By (Manager): \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Manager Signature: \_\_\_\_\_ (Sign above)

