

Dangerous Equipment Report

Date: [Insert Date]

To: [Supervisor's Name]

From: [Your Name]

Subject: Dangerous Equipment Report

Dear [Supervisor's Name],

I am writing to report a concern regarding potentially dangerous equipment observed in the workplace. Below are the details of the equipment:

Equipment Details

- **Equipment Name:** [Equipment Name]
- **Location:** [Location of Equipment]
- **Description of Issue:** [Detailed Description of the Issue]
- **Risk Assessment:** [Assessment of the Risks Involved]

Recommended Action

I recommend that [suggested actions, e.g., repair, removal, or maintenance] be taken immediately to mitigate the risks associated with this equipment.

Please let me know how you would like to proceed with this matter.

Thank you for your attention to this serious issue.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]