

CROSS-UK offline reporting form

Your report will make a difference. It will help to create positive change and improve safety.

Information you will need

We want to make submitting a safety report as simple as possible. This means we have kept what we ask from you to a minimum. You will need:



Details of the safety issue you are reporting. Please include as much or as little information as you can. If you have already prepared your report, you can print it out and include it when you send us your form.



Any supporting information you think would be useful to include with your report. This might include photos, videos or sketches.



Your contact details so that we can communicate with you as we process your report. Only Designated People at CROSS-UK have access to your personal information.

If you have any questions about this form, please get in touch with us in confidence

Safety area

What type of safety issue are you reporting?

CROSS-UK welcomes reports about fire safety and structural safety issues related to buildings and other structures in the built environment

Fire safety

Structural safety

Fire and structural safety

Choose this option if the issue might be both a fire safety and structural safety issue

Something else (please specify)



The details

You can use this section to give the details of your safety report. There are two ways to do this:



If you have already prepared your report, you can print it out and include it when you send us your form



If you have not already prepared your report, you can write it in the boxes on the next pages of this form

You can also send us any supporting information you think would be useful to include with your report, such as photos, videos or sketches.

Designated People at CROSS-UK will anonymise your report before sharing it with others in CROSS and before publication on the CROSS website. This includes removing your personal information and any other identifiable details in the report. Anonymising reports is an important part of the no blame culture of CROSS.

Please ensure that the contents of your report are as accurate as possible.



Write your report

If you have not already prepared your report, you can write it here. If there are any parts you are not sure about, you can leave that section blank.

If you have any supporting information you think would be useful to include with your report, such as photos, videos or sketches, you can send that to us as well.

Briefly introduce the safety issue and why it is important to you:



What went wrong, or could go wrong, and what is the impact of this?



What do you think is the underlying cause of the safety issue?



Please describe any learning outcomes, solutions or thoughts you would like to share:



About you

Your personal information is confidential to CROSS-UK. We collect it so that we can communicate with you as we process your report. This can include verifying the contents of your report.

Your personal information will not be published with the report. It is deleted from our systems when the report is published. For further information on how we collect and use your personal data, please see our Privacy Policy (www.cross-safety.org/uk/privacy-policy).

First name:

Last name:

Email:

Phone number:

Profession or
industry:

Home address &
postcode:



Please let us know how we can contact you
(select all that apply):

Email

Phone

Post



Sending your report to us

Please send us your report to the address below. What you send us will only be opened by one of the Designated People at CROSS-UK. They will treat everything you send in confidence. We recommend using a tracked or recorded service to send your report.

Our address

CROSS-UK Designated People,
c/o The Institution of Structural Engineers,
47-58 Bastwick Street,
London,
EC1V 3PS,
United Kingdom

Designated People at CROSS-UK will contact you to confirm that we have received your report. They will also communicate with you as they process your report. If you do not hear from them within one month of posting your report, please contact designated.people.uk@cross-safety.org so that we can help. Your email will be treated in confidence.

Thank you for submitting a safety report. Your report will make a difference. It will help to create positive change and improve safety.

