

**ST HUGH of LINCOLN CATHOLIC CHURCH**  
**95 VICTORIA ROAD, KNAPHILL, WOKING**  
**SURREY GU21 2AA**

**Hazard / Defect Report**

This form should be used whenever a hazard or defect is detected. After completing the first section of the form, it should be passed to the Parish Secretary for logging and arranging remedial action.

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Location : .....

Details of the Hazard / Defect : .....

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Action Required : .....

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Signature : ..... Date : .....

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Remedial Action Undertaken : .....

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**26 October 2005**

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Signature : ..... Date : .....  
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Report No : ..... / .....(Year)