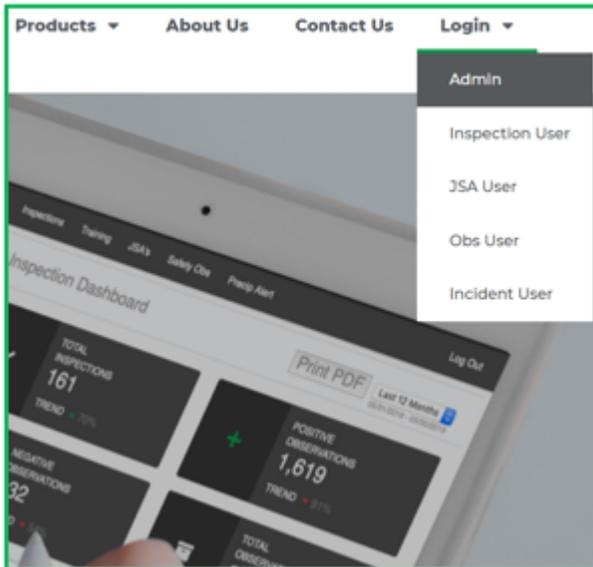


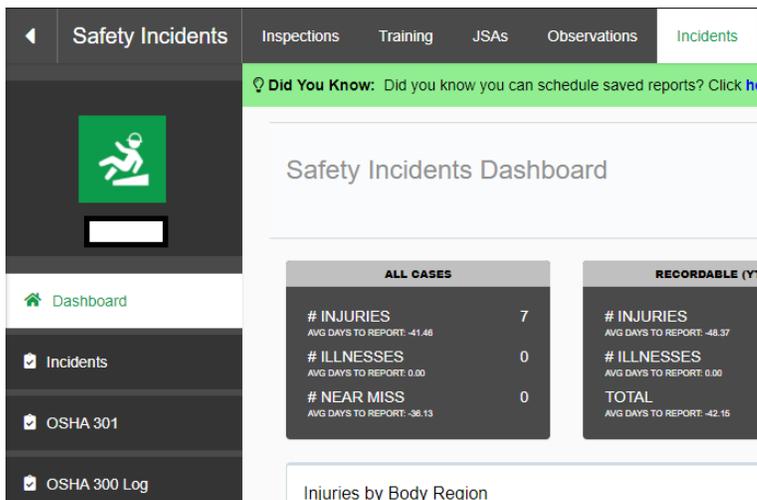
SAFETY REPORTS

UDF's for Different Incidents

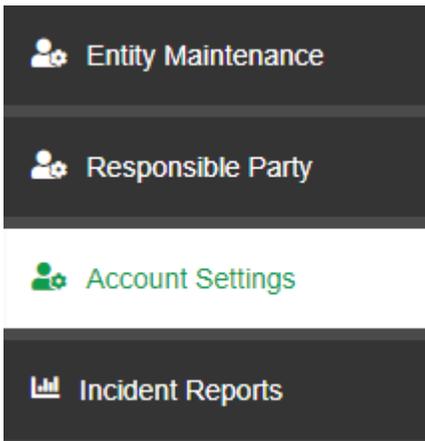
1. Log-in to your Safety Reports Admin page



2. Select Incidents along the grey bar at the top of the screen



3. At the far left, choose Account Settings



4. Select Incident Type

Incident Type

5. Add information in the five fields below and click Save UDFs

User Defined Fields

Incident Type

User Defined Field #1

User Defined Field #2

User Defined Field #3

User Defined Field #4

User Defined Field #5

6. Repeat for each Incident Type

