

Portal / System Area	Steps to process a hazard / corrective actions (number) = email sent
Public Portal	With Supervisor - 1a, (2a), 2b, 3a, {3b - if not accepted}, 4, (6), 9 + common steps
	No Supervisor – 1a, (2a), 2b, 3a, {3b – if not accepted}, 4, (5), 7, (8 – if Supervisor found,
	then 9) + common steps
FlinSafe Portal or	With Supervisor – 1b, (2c), 4, (6), 9 + common steps
Application	No Supervisor – 1b, (2c), 4, (5), 7, (8 – if Supervisor found, then 9) + common steps
FlinSafe User	Reported By person – 1b, 2c, 4, (18b) and Supervisor / Assigned To person – (9), 10, 11
Common Steps	10, {11, (12) - if corrective actions created} 13, (14), 15, 16, 17, (18a), (18b)