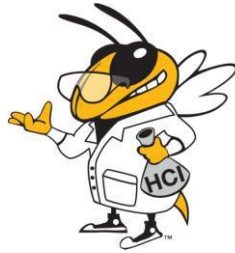


INJURY REPORTING INSTRUCTIONS



1. **FILL OUT INJURY AND ILLNESS REPORT FORM**

2. **IF NO MEDICAL ATTENTION REQUIRED:**
 - **DO NOT CALL “DOAS 24 HOUR INJURY REPORT LINE”**

3. **IF MEDICAL ATTENTION IS REQUIRED:**
 - **CALL “DOAS 24 HOUR INJURY REPORT LINE” at (877) 656-7475**
 - **PLEASE NOTE:**
 - **AGENCY UNIT LOCATION # – GEORGIA TECH: # 7202**
 - **YOU DO NOT HAVE TO GIVE YOUR SOCIAL SECURITY NUMBER (SSN)**

4. **MAIL COMPLETED INJURY AND ILLNESS REPORT TO:**
 - EHS Office**
 - Attn: General**
 - Safety Manager**
 - Mail Code: 0465**
 - or Fax: 404-894-5042**