

# Risk and Compliance Form Documentation

The risk and compliance form is a combination of two forms, with information forwarded and stored in the Risk and Compliance SharePoint site. The first is the incident reporting form found on the external website [here](#). The second is reporting done through SEQTA from staff.

Once a incident form is submitted on the external website, an email notification is sent to the WHS officer. The external form data is automatically forwarded into SharePoint using a Microsoft Flow, upon successful forwarding another email notification is sent to the WHS officer.

SEQTA data is imported manually at the end of each month by IT (via powershell script).

## Accessing the full set of data

1. *Navigate* to the [Risk and Compliance Sharepoint site](#)



## Related articles

- [Checking a File's Version History in SharePoint](#)
- [Navigating to a file location in the BrigHub Document Repository](#)
- [Uploading Documents to a BrigHub Document Repository](#)
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