FOR YOUR EMPLOYER, HR OR AN INVESTIGATOR

What happened, what I reported, and what came back

Harrowgate Logistics — injury at dock 4, and light duties

WORKED EXAMPLE — the people, the dates and the amounts in this file are made up. Nothing in it happened.

PREPARED FOR
Harrowgate Logistics

FROM
Marion Okafor

ABOUT
Harrowgate Logistics — injury at dock 4, and light duties

REFERENCE
Incident report number · IR-2026-0512-04

THIS DOCUMENT
Built November 16, 2026 · 19 pages · Case 005

In this pack

WHAT THIS IS

This pack is taken from the account holder's own record: their own words, the messages as they were stored, and the files they kept. BuildMyEvidence has added the numbering, the dates and the references — nothing else. It has not written, summarized or changed a word of the record.

WHAT IS NOT IN IT

This pack leaves out the money and the account holder's own costs for this case. Nothing has been deleted from the case: the full case file carries all of it.

IN THIS PACK

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Drawn from the same record as the case file. This document is not a revision of the case file and carries no revision number.

The entries

Each entry as the record holds it, in date order. The first date is when it happened; the second is when it was written down, which BuildMyEvidence stamps and never changes.

ITEM 001
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 12, 2026 · 10:40 AM
WRITTEN DOWN · May 12, 2026

Slipped on a wet patch on the floor at loading dock 4, by the pallet wrapper, while carrying a box of shrink-wrap rolls to line 2. Landed on my right side, on my wrist and hip.

ITEM 002
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 12, 2026 · 10:48 AM
WRITTEN DOWN · May 12, 2026

Photographed the floor where I slipped, before anyone mopped it.
ATTACHED · P1 · The wet patch, looking toward the pallet wrapper. · P2 · Same patch from the other side. No cone or sign out.

ITEM 003
FROM THE ACCOUNT HOLDER

HAPPENED · May 12, 2026 · 11:05 AM
WRITTEN DOWN · May 12, 2026

Told Tony Mellick, my supervisor, at the dock 4 desk what had happened. He said to finish the shift if I could.
NAMES · Tony Mellick

ITEM 004
FROM THE ACCOUNT HOLDER

HAPPENED · May 12, 2026 · 3:30 PM
WRITTEN DOWN · May 12, 2026

Filled in the incident report form at the end of the shift and handed it to Tony. Took a photo of the form on my phone before I handed it in.
NAMES · Tony Mellick

ITEM 005
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 13, 2026 · 8:50 AM
WRITTEN DOWN · May 13, 2026

Right wrist and hip still sore this morning. Could not grip the steering wheel properly on the drive in.

ITEM 006
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 14, 2026 · 7:55 AM
WRITTEN DOWN · May 14, 2026

Photographed the step down from dock 4. The yellow edge paint is worn off along most of it.
ATTACHED · P3 · Step down from dock 4, 7:55 am.

ITEM 007
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 15, 2026 · 2:15 PM
WRITTEN DOWN · May 15, 2026

Appointment at the clinic on Livingston Avenue, 2:15 pm. Left work at 1:30 to get there.

ITEM 008
FROM THEIR SIDE

HAPPENED · May 18, 2026 · 7:05 AM
WRITTEN DOWN · May 18, 2026

Tony said at the start of the shift: "You'll be on light duties from Monday the 25th — scanning at the returns desk, no lifting."
NAMES · Tony Mellick

ITEM 009
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 25, 2026 · 7:00 AM
WRITTEN DOWN · May 25, 2026

Reported for light duties at 7. Was sent back to loading at dock 4. Nobody at the returns desk had heard anything about it.

ITEM 010
FROM THE ACCOUNT HOLDER

HAPPENED · May 26, 2026 · 1:10 PM
WRITTEN DOWN · May 26, 2026

Emailed Brett Kasprzak in HR: I was told I would be on light duties from May 25 and I am still loading. Asked who decides and when it starts.
NAMES · Brett Kasprzak

ITEM 011
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · May 29, 2026 · 9:00 PM
WRITTEN DOWN · May 29, 2026

Week 3. Lifting at dock 4 every shift this week. My hip aches by the end of each shift. Icing it at home every night.

ITEM 012
FROM THEIR SIDE

HAPPENED · June 2, 2026 · 4:40 PM
WRITTEN DOWN · June 2, 2026

"Thanks for your email. I'll look into the light duties and get back to you by the end of the week."
NAMES · Brett Kasprzak

ITEM 013
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · June 9, 2026 · 8:40 AM
WRITTEN DOWN · June 9, 2026

Follow-up appointment at the clinic, 8:40 am. Took the morning unpaid to go.

ITEM 014
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · June 12, 2026 · 8:30 PM
WRITTEN DOWN · June 12, 2026

Week 5. Still on loading. Had to stop twice today and sit down on a pallet until it eased.

ITEM 015
FROM THE ACCOUNT HOLDER

HAPPENED · June 15, 2026 · 9:20 AM
WRITTEN DOWN · June 15, 2026

Second email to Brett in HR. Asked again when light duties start, and asked for a copy of the incident report I handed in on May 12.
NAMES · Brett Kasprzak

ITEM 016
FROM THEIR SIDE

HAPPENED · June 19, 2026 · 3:45 PM
WRITTEN DOWN · June 19, 2026

Tony called: there are no shifts for me next week or the week after "while HR sorts it out."
NAMES · Tony Mellick

ITEM 017
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · June 22, 2026 · 6:30 AM
WRITTEN DOWN · June 22, 2026

Not on the roster for the weeks of June 22 and June 29. That is six shifts I was not given.

ITEM 018
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · June 30, 2026 · 10:00 AM
WRITTEN DOWN · June 30, 2026

Appointment at the clinic, 10:00 am.

ITEM 019
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · July 6, 2026 · 7:00 AM
WRITTEN DOWN · July 6, 2026

Back on the roster. Still on loading at dock 4.

ITEM 020
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · July 10, 2026 · 5:30 PM
WRITTEN DOWN · July 10, 2026

Paid $64.80 at the pharmacy for a wrist support and two ice packs. Kept the receipt.

ITEM 021
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · July 20, 2026 · 10:10 PM
WRITTEN DOWN · July 20, 2026

Week 10. Sleeping badly — my hip wakes me when I turn over. Gave up my Sunday league this summer.

ITEM 022
FROM THEIR SIDE

HAPPENED · July 28, 2026 · 11:25 AM
WRITTEN DOWN · July 28, 2026

"Apologies for the delay in getting back to you. A copy of the incident report is attached. Light duties are at the supervisor's discretion."
NAMES · Brett Kasprzak

ITEM 024
FROM THE ACCOUNT HOLDER

HAPPENED · August 11, 2026 · 12:15 PM (just after noon)
WRITTEN DOWN · August 11, 2026

Replied to Brett: I have not returned the boots because I wear them on every shift. Asked again, in writing, for a start date for light duties.
NAMES · Brett Kasprzak

ITEM 025
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · August 25, 2026 · 3:30 PM
WRITTEN DOWN · August 25, 2026

Appointment at the clinic, 3:30 pm.

ITEM 026
RECORDED BY THE ACCOUNT HOLDER

HAPPENED · September 14, 2026 · 7:00 AM
WRITTEN DOWN · September 14, 2026

Week 18. Moved to the returns desk today, with no letter and no notice. First day of light duties.

ITEM 027
FROM THE ACCOUNT HOLDER

HAPPENED · October 9, 2026 · 9:40 AM
WRITTEN DOWN · October 9, 2026

Emailed Brett asking for the six shifts I was not given in the weeks of June 22 and June 29 to be paid: six shifts at $168, $1,008 in all.

NAMES · Brett Kasprzak

The correspondence

Every message between the account holder and the other side that is on the record, both ways, in the order it happened, with the words it was stored with. Where a message was forwarded in, the account holder's forwarding note is left out, and an earlier message it quotes is noted rather than printed again. Messages that had nothing back are included: the silence is part of the record.

023 · LETTER · HARROWGATE LOGISTICS -> ACCOUNT HOLDER

Tue, Aug 4, 2026 · 10:00 AM

Letter from Harrowgate HR: they will take $85 for the safety boots issued to me in May out of my pay, because the boots...

NO REPLY IN 15 WEEKS

Letter from Harrowgate HR: they will take $85 for the safety boots issued to me in May out of my pay, because the boots "have not been returned."

Nothing from the other side reached this case after it. They may have replied to another address or by phone.

Promises, and what came after

Each promise is quoted exactly as it was made, with who made it and when. Under it: whether it was kept, in the account holder's own word, and every entry dated after it, so a reader can decide for themselves.

THEIR PROMISE · TONY MELLICK · MAY 18, 2026

> "You'll be on light duties from Monday the 25th"

Item 008 · in the register at its date

As the account holder put it: Light duties at the returns desk from May 25 — from or by May 25, 2026

The account holder's word: Not kept (marked May 25, 2026).

Everything on the record after it — counted from May 18, 2026:

- item 009 · May 25, 2026 · 7:00 AM · 7 days after — Recorded by the account holder: Reported for light duties at 7. Was sent back to loading at dock 4. Nobody at the returns...
- item 010 · May 26, 2026 · 1:10 PM · 8 days after — The account holder: Emailed Brett Kasprzak in HR: I was told I would be on light duties from May 25 and...
- item 011 · May 29, 2026 · 9:00 PM · 11 days after — Recorded by the account holder: Week 3. Lifting at dock 4 every shift this week. My hip aches by the end of each...
- item 012 · June 2, 2026 · 4:40 PM · 15 days after — Brett Kasprzak: "Thanks for your email. I'll look into the light duties and get back to you by the end...
- item 013 · June 9, 2026 · 8:40 AM · 22 days after — Recorded by the account holder: Follow-up appointment at the clinic, 8:40 am. Took the morning unpaid to go.
- item 014 · June 12, 2026 · 8:30 PM · 25 days after — Recorded by the account holder: Week 5. Still on loading. Had to stop twice today and sit down on a pallet until it...
- item 015 · June 15, 2026 · 9:20 AM · 28 days after — The account holder: Second email to Brett in HR. Asked again when light duties start, and asked for a copy of...
- item 016 · June 19, 2026 · 3:45 PM · 32 days after — Tony Mellick: Tony called: there are no shifts for me next week or the week after "while HR sorts it...
- item 017 · June 22, 2026 · 6:30 AM · 35 days after — Recorded by the account holder: Not on the roster for the weeks of June 22 and June 29. That is six shifts I...
- item 018 · June 30, 2026 · 10:00 AM · 43 days after — Recorded by the account holder: Appointment at the clinic, 10:00 am.
- item 019 · July 6, 2026 · 7:00 AM · 49 days after — Recorded by the account holder: Back on the roster. Still on loading at dock 4.
- item 020 · July 10, 2026 · 5:30 PM · 53 days after — Recorded by the account holder: Paid $64.80 at the pharmacy for a wrist support and two ice packs. Kept the receipt.
- item 021 · July 20, 2026 · 10:10 PM · 63 days after — Recorded by the account holder: Week 10. Sleeping badly — my hip wakes me when I turn over. Gave up my Sunday league...
- item 022 · July 28, 2026 · 11:25 AM · 71 days after — Brett Kasprzak: "Apologies for the delay in getting back to you. A copy of the incident report is attached. Light...
- item 023 · August 4, 2026 · 10:00 AM · 78 days after — Harrowgate Logistics: Letter from Harrowgate HR: they will take $85 for the safety boots issued to me in May out...

(continued)

item 024 · August 11, 2026 · 12:15 PM (just after noon) · 85 days after — The account holder: Replied to Brett: I have not returned the boots because I wear them on every shift. Asked again...

item 025 · August 25, 2026 · 3:30 PM · 99 days after — Recorded by the account holder: Appointment at the clinic, 3:30 pm.

item 026 · September 14, 2026 · 7:00 AM · 119 days after — Recorded by the account holder: Week 18. Moved to the returns desk today, with no letter and no notice. First day of light...

item 027 · October 9, 2026 · 9:40 AM · 144 days after — The account holder: Emailed Brett asking for the six shifts I was not given in the weeks of June 22 and...

THEIR PROMISE · BRETT KASPRZAK · JUNE 2, 2026

“get back to you by the end of the week”

Item 012 · email · in the register at its date

As the account holder put it: Get back to me about light duties by the end of the week — from or by June 5, 2026

The account holder has not said whether it was kept.

Everything on the record after it — counted from June 2, 2026:

item 013 · June 9, 2026 · 8:40 AM · 7 days after — Recorded by the account holder: Follow-up appointment at the clinic, 8:40 am. Took the morning unpaid to go.

item 014 · June 12, 2026 · 8:30 PM · 10 days after — Recorded by the account holder: Week 5. Still on loading. Had to stop twice today and sit down on a pallet until it...

item 015 · June 15, 2026 · 9:20 AM · 13 days after — The account holder: Second email to Brett in HR. Asked again when light duties start, and asked for a copy of...

item 016 · June 19, 2026 · 3:45 PM · 17 days after — Tony Mellick: Tony called: there are no shifts for me next week or the week after "while HR sorts it...

item 017 · June 22, 2026 · 6:30 AM · 20 days after — Recorded by the account holder: Not on the roster for the weeks of June 22 and June 29. That is six shifts I...

item 018 · June 30, 2026 · 10:00 AM · 28 days after — Recorded by the account holder: Appointment at the clinic, 10:00 am.

item 019 · July 6, 2026 · 7:00 AM · 34 days after — Recorded by the account holder: Back on the roster. Still on loading at dock 4.

item 020 · July 10, 2026 · 5:30 PM · 38 days after — Recorded by the account holder: Paid $64.80 at the pharmacy for a wrist support and two ice packs. Kept the receipt.

item 021 · July 20, 2026 · 10:10 PM · 48 days after — Recorded by the account holder: Week 10. Sleeping badly — my hip wakes me when I turn over. Gave up my Sunday league...

item 022 · July 28, 2026 · 11:25 AM · 56 days after — Brett Kasprzak: "Apologies for the delay in getting back to you. A copy of the incident report is attached. Light...

item 023 · August 4, 2026 · 10:00 AM · 63 days after — Harrowgate Logistics: Letter from Harrowgate HR: they will take $85 for the safety boots issued to me in May out...

item 024 · August 11, 2026 · 12:15 PM (just after noon) · 70 days after — The account holder: Replied to Brett: I have not returned the boots because I wear them on every shift. Asked again...

(continued)

item 025 · August 25, 2026 · 3:30 PM · 84 days after — Recorded by the account holder: Appointment at the clinic, 3:30 pm.

item 026 · September 14, 2026 · 7:00 AM · 104 days after — Recorded by the account holder: Week 18. Moved to the returns desk today, with no letter and no notice. First day of light…

item 027 · October 9, 2026 · 9:40 AM · 129 days after — The account holder: Emailed Brett asking for the six shifts I was not given in the weeks of June 22 and…

BuildMyEvidence has not judged whether the promise was kept. The items are listed so the reader can.

The documents this case rests on

These are the documents the account holder has marked as setting out the rules, terms or permissions this case turns on. Each has its own appendix at the back of this file, which says whether a copy was supplied and shows it where one can be shown. Where the account holder has quoted from a document, the quote is shown in their words or as they copied it; it has not been checked against the original by BuildMyEvidence.

K1 · APPENDIX K1

Harrowgate Logistics — Incident Report Form HL-7

Issued

May 12, 2026 — date given by the account holder

Issued by

Harrowgate Logistics

Added to the record

November 11, 2026

005-incident-report-form.pdf

3 KB · 7a981fe746ac1b290d2e086f7dc9ceff82f729e93c9690494b8d3f43653378c8

The quote

Any injury at work, however minor, must be reported to your supervisor before the end of the shift in which it happens, and recorded on this form. A copy of the completed form will be given to the employee on request.

Entries that involve it

Item 004

Items the account holder answered yes to “Is this about this document?”. A pattern’s count elsewhere in this file counts occasions in that pattern, whether or not each was answered.

Attachments

The key documents above, one appendix each. Where a copy was supplied it is shown here if it can be, and carries its own checksum so a reader holding a copy of their own can check it is the same file.

APPENDIX K1 · HARROWGATE LOGISTICS — INCIDENT REPORT FORM HL-7

005-incident-report-form.pdf

3 KB · 7a981fe746ac1b290d2e086f7dc9ceff82f729e93c9690494b8d3f43653378c8

Appendix K1 is reproduced in full on the pages that follow, from a copy made for this file: the content of its pages, without the document's own properties (who made it, with what, and when) or notes added on top of its pages.

Appendix P — photographs

The photographs, screenshots and documents attached to the entries in this pack, numbered as in the case file, with any caption the account holder gave. Nothing is cropped, retouched or re-ordered.

JPEG photos are checked for location data on the way in — added by hand or attached to an email. A file that was not checked says so beside it.

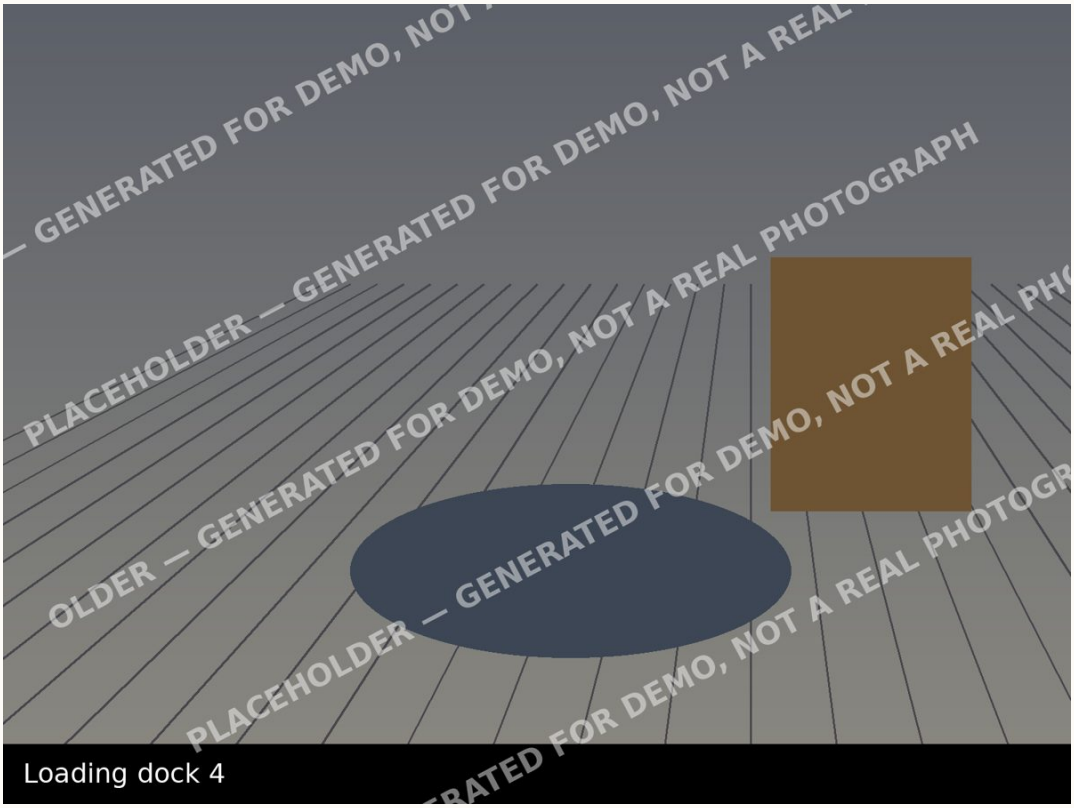
NO.	PHOTOGRAPH	PAGE
P1	The wet patch, looking toward the pallet wrapper. item 002 · May 12, 2026, 10:48 AM	15
P2	Same patch from the other side. No cone or sign out. item 002 · May 12, 2026, 10:48 AM	15
P3	Step down from dock 4, 7:55 am. item 006 · May 14, 2026, 7:55 AM	16

THE OTHER APPENDICES

K	The documents this case rests on	13

Pages are numbered straight through, attachments included, so any page in this bundle can be cited by its number alone.

P1 · ITEM 002



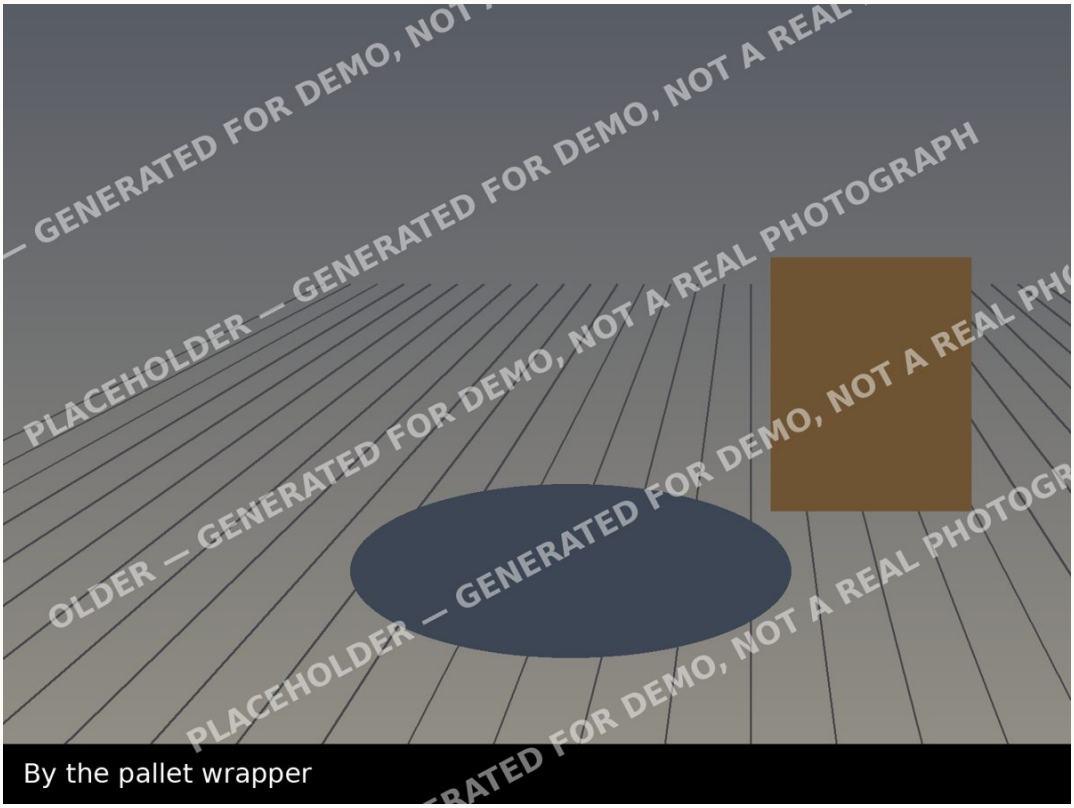
The wet patch, looking toward the pallet wrapper.

WHEN IT HAPPENED	May 12, 2026, 10:48 AM
THE FILE'S DATE	May 12, 2026, 10:48 AM
WHEN YOU FILED IT	Uploaded May 12, 11:18 AM EDT
THE FILE	005-dock-floor-1.jpg · No location found

Read from inside the file — it agrees with yours.

The image above is a copy made for reading, not the file itself. The file is kept in the record, and the fingerprint taken when it reached us is printed with this document, so a copy of it can be checked.

P2 · ITEM 002



Same patch from the other side. No cone or sign out.

WHEN IT HAPPENED	May 12, 2026, 10:48 AM
THE FILE'S DATE	May 12, 2026, 10:51 AM
WHEN YOU FILED IT	Uploaded May 12, 11:18 AM EDT
THE FILE	005-dock-floor-2.jpg · No location found

Read from inside the file — it agrees with yours.

The image above is a copy made for reading, not the file itself. The file is kept in the record, and the fingerprint taken when it reached us is printed with this document, so a copy of it can be checked.

P3 · ITEM 006



Step down from dock 4, 7:55 am.

WHEN IT HAPPENED	May 14, 2026, 7:55 AM
THE FILE'S DATE	May 14, 2026, 7:55 AM
WHEN YOU FILED IT	Uploaded May 14, 8:10 AM EDT
THE FILE	005-step-edge.jpg · No location found

Read from inside the file — it agrees with yours.

The image above is a copy made for reading, not the file itself. The file is kept in the record, and the fingerprint taken when it reached us is printed with this document, so a copy of it can be checked.

How this file was made

This file was assembled by BuildMyEvidence from a record kept by the account holder as events occurred. It is set out here so that anyone relying on it can see how it was made, and where its limits are.

TWO DATES	Every entry carries the date the account holder says it happened, which they set and can correct, and the date it was written down, which the application set and which cannot be altered by anyone, including BuildMyEvidence. Where a date was taken from a message or a file rather than typed, the entry says so.
FILES	Each attached photograph and document was fingerprinted (SHA-256) when it reached BuildMyEvidence — in the account holder's own browser, before it left their device, for a file they added; on arrival, for a file attached to an email. The fingerprints are printed below and beside the files at the appendices. A file altered afterwards would no longer match.
PHOTOGRAPHS	Where a JPEG photograph carried location data, it was removed on the way in, before the fingerprint was taken; other files were not inspected for it. What was found is stated beside each file. Where a file carries its own date inside it, that date is shown beside it.
DOCUMENTS	Where a PDF is reproduced, its pages were copied into this file without the document's own properties (who made it, with what and when), notes added on top of its pages, or the metadata inside any photograph in it. How much of each document is reproduced is stated beside it.
PAGES	Numbered straight through, attachments included, so any page in this file can be cited by its number alone.

How to check a file

A matching fingerprint shows a file has not changed since it reached us. It cannot show anything about the file before that — a phone often hands over its own copy of a photo rather than the one the camera made.

It also says nothing about whether this document is complete, and nothing about whether what the account holder wrote is accurate. It is a check on the bytes of the attached files, and only that.

This document cannot carry its own fingerprint — a file cannot contain a number worked out from itself. To check the document, ask the person who sent it for the fingerprint their copy shows, and compare the two lists below line by line.

1. Take any file supplied with this document.
2. Run shasum -a 256 on it, or use any SHA-256 tool.
3. Compare the result with the fingerprint listed against that file below.
4. If they match, that file has not changed since it was fingerprinted, on the date shown.

FILE	FINGERPRINT (SHA-256)	ARRIVED
Plate 1 · 005-dock-floor-1.jpg	9cbbbd66f0f5d71e6139e7c448b86d2fc3a64c96fa0322bd255bd1b355219135	Uploaded May 12, 11:18 AM EDT
Plate 2 · 005-dock-floor-2.jpg	651e336518e426921fa3dbbfad4246e0b905b3549b27c82d0b43ec04199791fc	Uploaded May 12, 11:18 AM EDT

FILE	FINGERPRINT (SHA-256)	ARRIVED
Plate 3 · 005-step-edge.jpg	9a4305bdd825343287f875a58d35292ffb5f6a7e00db930db1380b387b8a0b76	Uploaded May 14, 8:10 AM EDT

A fingerprint shows a file has not changed since it reached us. It cannot speak to anything before that.

Check this file

A downloaded copy of this file carries its check code here. This copy has none.

WHAT BUILDMYEVIDENCE HAS NOT DONE

It has not checked any statement against any document, nor any figure against any account. It has applied no interest, calculated no penalty or late fee, and expressed no view on whether any amount is recoverable or any account of events is correct. It has given no advice. Every word and every figure in this file was entered by the account holder; BuildMyEvidence has recorded them, added and subtracted the amounts, and set them out in order.

This copy

COVERS	27 entries · 3 files
BUILT	November 10, 2026 at 7:00 AM EST

Drawn from the same record as the case file. This document is not a revision of the case file and carries no revision number.