Hazard/Close Call/Near Miss and Minor Incident Report

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| --- |
| **Check all boxes that apply:** |
| [ ]  Hazard | [ ]  Close Call/Near Miss |

**Reporting hazards before an injury occurs is important to all of us.**

**An incident that includes, property damage or an injury is not considered to be a close call or minor incident.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Hazard/Close Call |  |  | Company: |  |
| Date reported: |  |  | Location: |  |
| Reported by: |  |  | Type of job: |
| Witness(es): |  |  |
|  |  |
| Description of the hazard or close call: |  |
|  |  |
| **Hazard or Close Call Type (check)** |  | **Hazard or Close Call Classification (check)** |
| Immediate threat to life |  |  | Slopes |  |
| Potential threat to life or serious injury |  |  | Ground conditions |  |
| Potential injury |  |  | Timber |  |
| Ergonomic (MSD) hazard |  |  | Damaged equipment |  |
| Minor Hazard or Injury |  |  | Slip, trip or fall |  |
| Potential Property Damage |  |  | Temperature |  |
| Other : |  |  | Fire hazard |  |
|  | Chemical |  |
| **Hazard or Close Call Classification (check)** |  |  | Machine guard |  |
| Road condition |  |  | Damaged or improper PPE |  |
| Drivers |  |  | Electrical |  |
| Wildlife |  |  | Other: |  |
| Improper radio calling |  |  |
| **The Problem** | **Corrective Action** | **Who to do?** | **By when date?** | **Done** **date** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Does the incident include property damage, injury or have the potential for a more serious consequence? If Yes, complete a full incident investigation.** | [ ]  **Yes** [ ]  **No** |
| Supervisor: |   | Date: |  |