

Near Miss Report

A near miss is an incident or unsafe condition with potential for injury or property damage. Unsafe working conditions, unsafe employee work habits, improper use of malfunctioning equipment have the potential to cause work related injuries. It is everyone's responsibility to report and/or correct these potential incidents/unsafe conditions before an accident can occur. This near miss report should be discussed at the weekly safety meetings and any findings should be recorded below.

Division: _____

Time: _____ am pm

Jobsite: _____

Date: _____

Please check all appropriate conditions:

Unsafe Act

Unsafe equipment

Unsafe Condition

Unsafe use of equipment

Brief description of incident or potential hazard: _____

Conditions or Causes contributing to near miss: _____

Corrective actions taken (Remove the hazard, replace, repair, or retrain in proper procedure)

Reporter's Signature: _____

Reporter's Name: _____

Safety Meeting Discussion: _____

Manager Name (Print): _____

Date Completed: _____