

NEAR MISS REPORT

A near miss (or high potential) incident is an event that had the potential to but, did not, cause the death or injury to a person, or damage to property, plant or equipment.

In each section below, please describe what happened and the processes involved in the near miss incident. Also indicate what could have potentially happened if circumstances developed into a more serious occurrence. Be sure to detail how to prevent this near miss occurrence from recurring.

Name:		Department:	
Date:		Time:	
Witnesses:		Area:	
Please Check Which is Appropriate			
<input type="checkbox"/> Unsafe Act	<input type="checkbox"/> Unsafe Condition	<input type="checkbox"/> Unsafe Equipment	
<input type="checkbox"/> Near Miss Event	<input type="checkbox"/> High Potential	<input type="checkbox"/> Other	



SAMPLE

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Investigation provides a detail of the incident - attach photos to the report		
What Potentially Could Have Happened?		
Suggested Actions to Prevent the Occurrence		
Action	By When	By When
Name	Signature	Date