

## Near Miss Report

*This form is not intended to result in retaliatory action by the company. This report is strictly intended to: improve employee awareness and help the company be proactive when it comes to identifying negative trends and safeguarding employees. This will assist in identifying where a potential incident MIGHT happen; to evaluate the safety hazards; and to determine, as a team, where we can better improve on-site training, techniques, and behavior.*

Who is Reporting: \_\_\_\_\_ Report Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Date and Time of Near Miss: Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Time: \_\_\_\_ : \_\_\_\_ a.m./p.m.

Potentially Involved Company: \_\_\_\_\_

Specific Location of the Near Miss:  Inside  Outside Where on the project? \_\_\_\_\_  
 \_\_\_\_\_

Conditions (if outside):  Sunny  Humid  Excessive Heat  Rainy  Icy  Snowy  Excessive Cold

Potential Injuries?  No  Yes (describe) \_\_\_\_\_

Potential Property Damage?  No  Yes (describe) \_\_\_\_\_

Potential Equipment Damage?  No  Yes (describe) \_\_\_\_\_

Were behavioral factors (unsafe acts) related to the near miss?  No  Yes (describe below)

Were environmental factors related to the near miss?  No  Yes (describe below)

Describe the Near Miss (including what job was being done, what the employee was doing before the near miss, and any behavioral or environmental factors):

Near Miss Report information sent to Costello Safety Consulting:  No  Yes \_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_\_  
 PRINT SIGNED DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Near Miss Report received by Costello Safety Consulting & Entered into SiteDoc's**

\_\_\_\_\_  
 PRINT SIGNED DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**CSC's recommended action, if any to be taken:**

Further Investigation  Training  Additional program(s)  Other: \_\_\_\_\_

\_\_\_\_\_  
 PRINT SIGNED DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_