

# SITE SAMURAI

## NEAR MISS REPORT

**Why Report Near Misses?** ~~event that could have resulted in injury or damage but did not~~

~~Near misses are warnings — they show us hazards before someone gets hurt. Reporting them helps prevent future accidents. All near misses should be reported, no matter how minor they seem.~~

### 1. INCIDENT DETAILS

Report Reference No: .....

Date of Near Miss (dd/mm/yyyy): .....

Time: .....

Project/Site Name: .....

Exact Location on Site: .....

### 2. REPORTER DETAILS

Your Name: .....

Company: .....

Contact Number: .....

Trade/Role: .....

### 3. TYPE OF NEAR MISS

- |                                                |                                               |
|------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Slip / Trip / Fall    | <input type="checkbox"/> Falling Object       |
| <input type="checkbox"/> Plant / Vehicle       | <input type="checkbox"/> Working at Height    |
| <input type="checkbox"/> Electrical            | <input type="checkbox"/> Manual Handling      |
| <input type="checkbox"/> Struck by Object      | <input type="checkbox"/> Collapse / Cave-in   |
| <input type="checkbox"/> Fire / Explosion      | <input type="checkbox"/> Chemical / Substance |
| <input type="checkbox"/> Other (specify below) |                                               |

### 4. DESCRIPTION OF NEAR MISS

Describe what happened, where, and what could have resulted:

### 5. IMMEDIATE ACTIONS TAKEN

### 6. SUGGESTED PREVENTIVE MEASURES

**7. RISK RATING (if the near miss had resulted in an incident)**

- Low — Minor injury / damage
- Medium — Lost time injury / significant damage
- High — Major injury / extensive damage
- Critical — Fatality / catastrophic damage

**Reported By:**

\_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Received By (Site Manager):**

\_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**FOR OFFICE USE ONLY**

**Investigation Required (Y/N):**

**RIDDOR Reportable (Y/N):**

**Actions Closed Out (Date):**

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