Accident Incident Assessment Form Sample

Accident Incident Assessment Form is a crucial document used to systematically evaluate and record the details of an accident or incident. It helps organizations identify causes, assess risks, and implement preventive measures. Utilizing such a form enhances workplace safety and compliance with regulatory standards.

1. Basic Information

Date of Incident:		**Time:**	
Location of Incident:			
Name of Person(s) Involved:			
Reported By:		**Department:**	

2. Incident Details

Description of Incident:

Immediate Actions Taken:

Witness(es) (if any):

3. Assessment

Root Cause(s):

Risk Evaluation:

4. Preventive Measures & Recommendations

Recommendations/Corrective Actions:

Person Responsible:

Target Date for Implementation:

5. Final Review & Signatures

Assessor's Name:		Date:	
Signature:			