

Construction Site Incident Report Log Form Sample

This **construction site incident report log form sample** provides a standardized template to document accidents and safety incidents efficiently. It ensures accurate recording of incident details, helping to improve workplace safety and compliance. Utilizing this form aids in prompt investigation and prevention of future occurrences.

Instructions: Please complete all sections below for every incident that occurs on the construction site. Submit the completed form to your site supervisor or safety officer as soon as possible.

Date of Incident:

Time of Incident:

Project/Site Name:

Location on Site:

Name(s) of Person(s) Involved:

Contact Details:

Type of Incident:

Describe Incident (What happened? Include sequence of events, tools, equipment, materials involved):

Immediate Action Taken:

Injuries Sustained (if any):

Witness(es) Name(s) and Contact:

Reported By:

Date:

Supervisor/Manager Review:

Corrective Action(s) Taken/Recommendations:

Submit Report

Incident Log Table (For Record Keeping)

Date	Time	Incident Type	Description	Reported By
2024-04-18	09:15	Injury/Accident	Worker slipped on wet floor; minor arm injury.	J. Doe
2024-05-02	14:30	Near Miss	Falling debris narrowly missed workers in zone B.	A. Smith