Electrical Accident Incident Report Format

An **electrical accident incident report format** is a standardized document used to record detailed information about electrical accidents in the workplace. It helps in identifying the causes, assessing the damages, and implementing preventive measures for future safety. Accurate reporting ensures compliance with safety regulations and promotes a safer working environment.

Basic Information			
Date of Incident:		Time of Incident:	
Location of Incident:			
Reported By:		Contact Number:	

Details of Incident	
Name(s) of Injured Person(s):	
Department/Section:	Designation:
Description of Incident:	
Possible Cause(s):	
Injuries Sustained:	
First Aid Given:	
Equipment Involved:	

Investigation and Action Taken	
Immediate Actions Taken:	
Witnesses (Name & Contact):	
Recommendations/Preventive Measures:	
Investigation Conducted By:	Date of Investigation:

Approvals	
Supervisor/Manager Name:	Signature:

Date:		