

YUKON <i>Department and Branch (insert)</i>	Element:	Investigations of Incidents and Corrective Actions	
	Form:	Serious Incident and Near Miss Investigation Report	
	Date:	Original	2012_01_11
		Revised	

General & Administrative Information (* Required Information)

Safety Officer from YWCHSB assigned: <i>(name and contact information)</i>	Joint Health & Safety Committee Rep./Safety Rep. responsible for this report: <i>(name and contact information)</i>
Date Occurred*:	Time Occurred:
Date Reported:	Time Reported:
Location of Near Miss/Incident:	

Report Completed For (Please check one of the following)

	1. NEAR MISS: An incident where no serious, personal life threatening injury/illness, property or environmental damage acutally occurred, but for safety precautions, rescue measures, or chance could have resulted in a serious incident. <i>* Complete 2A, B, and C as it applies*</i>
	2. INCIDENT: An unplanned event that interrupts the completion of an activity that includes a life threatening personal injury/illness and/or major damage to property or the environment & includes one of the following:

Report IMMEDIATELY to YWCHSB (667-5450) Safety Committee or Rep. & your SUPERVISOR	A) Serious Accident/Incident:	B) Serious Injury: results in one of the injuries outlined in Section
	Uncontrolled explosion	FATALITY
	Failure of a safety device on a hoist, hoist mechanism, or hoist rope,	Fracture of a major bone, including the skull, the spine, the pelvis, or the thigh bone
	Collapse or upset of a crane	Amputation other than of a finger or toe
	Collapse or failure of a load bearing component of a building or structure regardless of whether the building or structure is complete or under construction	Dysfunction that results from concussion, electrical contact, lack of oxygen, or posioning
	An inrush of water in an underground working	Third degree burns
	Fire or explosion in an underground working	Loss of sight of an eye
	Collapse or cave-in, of a trench, ecavation wall, underground working or stockpile	An injury that results in paralysis (permanent loss of function)
	Accidental release of a controlled product	C) Violence in the Workplace:
	Brake failure on mobile equipment that causes a runaway essentially a near miss "but for safety precautions, rescue measu	attempt and/or exercise of physical force; or a statement or behaviour interpreted as threat

Employee/Witness Name & Contact Information: _____

Description of Events for: Incident _____ Near Miss _____

Describe what happened.

Witness Statements Attached: YES _____ NO _____ Photographs Attached: YES _____ NO _____

Safety Committee/Safety Representative Recommendations:

Senior Management recommendations and action plan:

Reporting By Section: Please initial when associated notifications have been completed.		NonMedical	Medical	Ser.Injury	Violence	Fatality
1.	Empolyee withnessing incident/near miss report immediately to Safety Officer at YWCHSB (667-5450); Supervisor and Safety Representative.					
2.	Safety Representative to complete "draft" of this form and forward to Safety Officer from YWCHSB					
3.	Send copies of completed report to JHSC for review and recommendations. JHSC to file.					
4.	JHSC to forward completed report to Senior Management for review and recommendations.					

	5. Senior Management to forward reviewed report to JHSC with notification of any actions taken or recommended to be taken.					
	6. Safety Committee/Safety Representative to file finalized documents.					
	7. Safety Representative to forward a finalized copy to Safety Officer at YWCHSB					

FATALITY:						
	i) Contact: YWCHSB (667.5450 /1.800.661.0443); RCMP (9-11/ ### - 5555); Supervisor- IMMEDIATELY.					
	ii) Ensure for the safety of self and others					
	iii) Secure the scene					

