

Near Miss Reporting

A Near Miss is an unplanned event that has the potential to cause, but does not actually result in human injury, equipment or environmental damage, or an interruption to normal operations.

As a worker on site your ability to recognise and report a Near Miss is crucial in supporting a safe working environment for you and your colleagues.

Possible causes of a Near Miss could be:

- Human behaviour: i.e. not complying with site processes, not operating equipment correctly, not wearing correct PPE.
- Equipment not being checked properly prior to working on it
- Site conditions: i.e. the condition of the haul roads, weather impact

Why Near Miss reporting is important:

- Identifies potential harm
- Enables action to be taken to support site safety and stop hazards before an incident occurs.

If you identify a Near Miss please complete the form and contact the office on 01443 303008 as soon as you are able to do so, by doing this we can support you in gaining the appropriate action and improvement.

Near Miss Reporting

To be completed by the person reporting the near miss	
Name	
Date	
Time	
Client	
Site	
Reported To	
Near Miss Details	

Please ensure a copy of the near miss report is sent to laboursolutions@thearcgroup.co.uk