



RISK, HEALTH and SAFETY
Higher College of Technology
Al-Khuwair, Muscat, Sultanate of Oman



HAZARD (UNSAFE CONDITION) & NEAR MISS REPORTING FORM

COMPLETE and SUBMIT to your department/unit coordinator.

Department		Section	
Person reporting	<input type="checkbox"/> Staff <input type="checkbox"/> Student <input type="checkbox"/> Contractor <input type="checkbox"/> Others: _____		
Name		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date		Time	

CLASSIFICATION (tick as applicable)

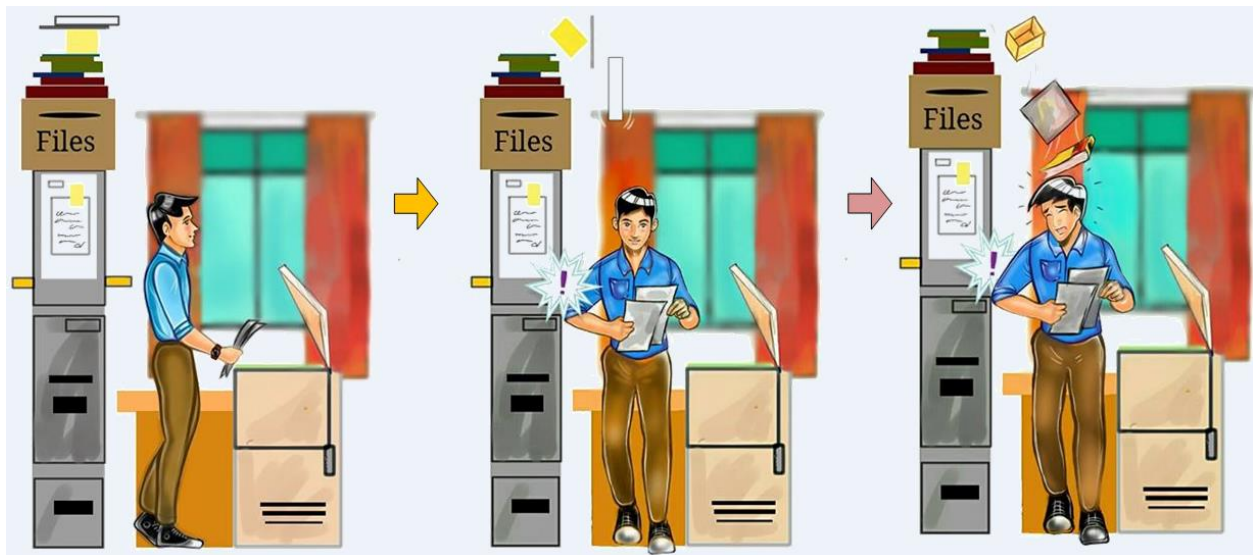
Health Safety Environment

DETAILS OF THE HAZARD OR EVENTS LEADING TO LEARNING OF THE HAZARD

Potential outcome (tick all that are applicable)	<input type="checkbox"/> Personal injury <input type="checkbox"/> Illness <input type="checkbox"/> Glassware/material/equipment breakage/damage <input type="checkbox"/> Environmental Issue <input type="checkbox"/> Other, specify _____
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Potential severity	<input type="checkbox"/> Negligible <input type="checkbox"/> Slight <input type="checkbox"/> Moderate <input type="checkbox"/> High <input type="checkbox"/> Very high
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PLEASE REPORT ANYTHING THAT IS UNSAFE (HAZARD) OR A NEAR MISS



Hazards/Unsafe Conditions
Something with potential to cause harm

Near Misses
Any incident that nearly resulted in an injury or damage

Accidents
An incident that resulted in an injury or damage

PRINT NAME

NAME	SIGNATURE	POSITION	DATE