



Accident Investigation Report Template

Josh Wellington / 15 Nov 2022 / Jon Dwayne

Complete

Score	1 / 1 (100%)	Flagged items	0	Actions	0
Site conducted	Unanswered				
Department	Warehouse				
Full Name of Employee	Josh Wellington				
Age	30				
Conducted on (Date and Time)	15 Nov 2022 14:00 PST				
Full Name of Supervisor	Jon Dwayne				

General Information

Capture photo of Identification



Photo 1

Date and time of the incident

15 Nov 2022 13:30 PST

Location of the incident

Storage area - Bay 4

Are there other people involved?

No

Accident Report

What are the details of the accident?

Josh used a ladder to reach a box of shampoo in the storage area. He extended his arms to reach the box then the ladder suddenly collapsed.

Capture photo evidence



Photo 2



Photo 3

Why did the incident happen?

Poorly maintained tools or equipment



Photo 4

Incurred injuries

Minor head injury

Did the employee leave work?

No

Josh recovered easily after the fall

What are the consequences of the accident?

Medical expenses

Josh needs to follow up with a doctor to ensure he is fit to work again.

Witness/es

1 / 1 (100%)

On

Phone Number

042-145165

Are there any witness/es?

Yes

Witness/es? Click "Add"

Witness

Witness 1

Full Name

Jo Well

Statement

He saw that the ladder collapsed and a box of shampoo hit Josh's head.

Completion

Recommendations to avoid accident recurrence

Check all equipment before using it. If the employee noticed any damages report it immediately to the facilities department. Do not use any damaged equipment.

Supervisor Full Name and Signature



Jon Dwayne
15 Nov 2022 17:33 PST

Media summary



Photo 1



Photo 2



Photo 3



Photo 4