

WDA Accident/Incident/Hazard Report Form

Classification (Accident/Incident/near misses): Near Miss	
Reported By: :	Date
Reported To	Date
Nature of Hazard:	
Initial Actions and/or Recommendations:	
Recommendations:	
Report Forwarded To the WDA Board of Directors	
Received By:	Date:
Action Taken	
Further Action Required:	
Comments:	
Recommendations Forwarded To the WDA Safety Advisor	
Received By:	Date:
Action Taken or Comments:	
Additional Actions or Recommendations (if required):	
Report Forwarded To the WDA club member reporting the hazard	
Received By:	Date:
Action Taken or Comments:	
Copy to Person who will oversee the correction	
Received By:	Date:
Action Taken or Comments:	
Potential Lessons Learned	
Copy to Submitting club member:	Lessons Learned cascaded to WDM by (Initial):

Report Closed by (Initial & Date)	Filed by (Initial & Date)
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July 20, 2014