

INJURY OR ILLNESS INVESTIGATION FORM

PRODUCTION TITLE: _____
 PRODUCTION DATES: _____
 LOCATION: _____
 ADDRESS: _____
 PRODUCTION DEPARTMENT _____

DETAILS OF THE INJURY OR ILLNESS	
DATE OF INCIDENT:	DATE REPORTED
TIME:	LOCATION:

THE INJURED OR ILL PERSON HE INJURED OR ILL PERSON	
NAME:	
ADDRESS:	
DATE OF BIRTH:	PHONE NUMBER:

TYPE OF INJURY OR ILLNESS			
<input type="checkbox"/> Bruising	<input type="checkbox"/> Dislocation	<input type="checkbox"/> Sprain / Strain	<input type="checkbox"/> Scratch / Abrasion
<input type="checkbox"/> Internal	<input type="checkbox"/> Fracture	<input type="checkbox"/> Amputation	<input type="checkbox"/> Foreign Body
<input type="checkbox"/> Laceration / Cut	<input type="checkbox"/> Burn / Scald	<input type="checkbox"/> Chemical Reaction	
<input type="checkbox"/> Others. Please Specify: _____			

BODY PART: _____

COMMENTS: _____

TREATMENT
TYPE OF TREATMENT:
NAME OF PERSON GIVING TREATMENT:
DOCTOR / HOSPITAL:

COMMENTS: _____

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WAS THIS A NOTIFIABLE EVENT? <input type="checkbox"/> YES <input type="checkbox"/> NO	
WAS IT REPORTED TO DOLE BUREAU OF WORKING CONDITIONS? <input type="checkbox"/> YES <input type="checkbox"/> NO	DATE OF NOTIFICATION:
PERSON WHO NOTIFIED:	

COMMENTS: _____

THE INCIDENT

DESCRIBE WHAT HAPPENED: _____

DESCRIBE THE CAUSE OF THE INCIDENT: _____

HOW SERIOUS COULD IT HAVE BEEN?	<input type="checkbox"/> MINOR	<input type="checkbox"/> SERIOUS	<input type="checkbox"/> VERY SERIOUS
HOW OFTEN IS IT LIKELY TO HAPPEN AGAIN?	<input type="checkbox"/> NOT OFTEN	<input type="checkbox"/> OCCASIONALLY	<input type="checkbox"/> OFTEN

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PREVENTION

HOW WILL YOU STOP ANOTHER INCIDENT LIKE THIS HAPPENING?

ACTION	WHEN	WHO	REMARKS

FURTHER COMMENT

PREPARED BY:

NOTED BY:

Name and Signature of the Health and Safety Officer
Date: _____

Name and Signature of the Supervising Producer
Date: _____