

## Recording and investigating near misses

<b>What happened?</b> <i>Description of the near miss</i>	
<b>Have similar near misses happened before?</b>	
<b>Why was no one hurt?</b>	
<b>What would the consequences of an accident have been?</b>	

### What was the reason it almost went wrong?

Technical faults in equipment or safety devices?	
Errors in maintenance or service?	
Errors in instructions? Lack of instruction?	
Lack of training?	
Poor communication?	
Mistakes or shortcomings in the working environment organisation?	

### What needs to be done to prevent something like this from happening again?

*We need to...*

*Who is responsible for making sure that it cannot and will not happen again?*

*When will the conditions have to be brought in order?*