Near Miss

Accident

Serious Injury

Minor Injury

Incident involving property damage

Incident with out damage or loss

Unsafe/hazardous conditions

How to handle a near miss

Identify → Disclose → Root Cause Analysis → Resolve → Implement
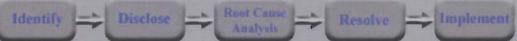
Identify - An incident or condition with the potential for serious consequences has occurred.

Disclose - An individual or group reports the incident to their safety representative or supervisor to open an incident file.

Direct and Root Cause Analysis - Identify all casual and underlying factors that allowed the incident to occur.

Resolve - Determine corrective actions & solutions and communicate to a wide audience to increase awareness of lessons learned.

Implement - All corrective actions are implemented as well as document changes in living documents, such as SOPs, so lessons learned stay learned. When all follow-up action is completed, close the incident file.

Questions - Contact Karen Kenagy @ 621-8337   Steward Observatory Safety Committee

Safety and You!

Steward Observatory