

# Trenching and Excavation Accident Report Form

## General Information

Date of Accident

Time of Accident

Location of Accident

## Persons Involved

Name(s)

Job Title/Role

Employer

## Incident Description

Describe what happened

List any injuries or damage

## Accident Details

Work being performed at the time

Equipment involved

Estimated depth of trench/excavation (ft)

Protective systems in use

## Witnesses

Witness Name(s) and Contact Info

## Action Taken

Immediate actions taken after accident

Reported to (Name/Title)

## Inspector/Reporter Information

Name

Signature

Date