## **Food Safety Incident Communication Report Incident Details** Date & Time of Incident Location Product(s) Involved Batch/Lot Number(s) Description of Incident **Initial Actions Taken Actions Taken** Immediate Contacts Notified

## **Risk Assessment**

Potential Impact

Severity Level

## **Further Actions / Recommendations**

Follow-up Actions

Report Submitte	ed By		
Name	-		
Position			
Date			