

Safety & Security Report

Hawkwood Baptist Church

- Injury / Illness
- Near Miss (Close Call)

- Property Damage
- Hazard Identification

Reported By: _____

Reported Date: _____ **Contact Info:** _____

What Happened? (or what is the hazard?) _____

Where? _____

When?.... Date: _____ **Time:** _____

Apparent Cause? _____

Suggestions to Correct the Problem: _____

*Please hand this report to the person at Info Desk, Church Staff or a Pastor.
Thank you for taking to time to complete this report.*

Rev 0

Report ID# _____ Forwarded to Director, S&S on _____

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