Supervisor's Report of Accident Exposure

Every accident has a cause and most can be prevented.

Profit from your experience and investigate every accident, regardless of whether injury results, and correct the conditions responsible before they cause other accidents.

An accident is any occurrence from which bodily injury or damage to property may result, regardless of whether any injury or damage does result.

All accident causes are subject to control. The following are some of the basic causes of accidents:

Employee Characteristics

Haste, short cuts, and taking chances

Guards provided but not used

Personal safety devices furnished, but not used

Improper or unsafe tool

or equipment used

Horseplay or fooling around

Instructions or rules
 disregarded

Inattention

Inexperience

Physical condition

Improper body position

Improper method of doing

work

Action of fellow worker

Improper clothing

Supervisory

No instructions given

Incomplete instructions

Rules, standards, or

instructions not enforced

Personal safety devices not

provided (goggles, safety belts, safety hats, safety shoes, masks,

respirators, etc.)

Proper or safe tools or

equipment not provided

Inadequate inspection of
equipment or workplace

Improper procedure in doing

work

Poor job planning

Haste

Improper training

Equipment or Materials

Ineffectively guarded
equipment
Unguarded equipment
Defective tools
Defective material
Defective equipment (not
motor vehicles)
Improper type or poorly
designed equipment or materials
Unsafe equipment or
material of others than employer

Unsafe Conditions

Poor light
Poor ventilation
Congestion
Improper piling or storing
Exits or emergency escapes
inadequate or not provided
Faulty layout of plant or
facilities
Tools, equipment, or
materials scattered around
Slippery floors
Unsafe conditions caused by
someone other than employer or
employee

Preventing Accidents

Save your copies of the accident reports

Compare accident causes periodically

Determine the most frequently occurring cause

Eliminate the common accident causes

Supervisor's Report of Accident/Exposure	
Employer	
Division	
Name of Injured	
Occupation	
Part of Body Injured	
Hour a.mp.m.	
Name and Address of Physician	
Nature of Accident Exposure	
Did Injured Leave Work?	
Was Injured Acting in Regular Line of Duty?	
Where Did the Accident Occur?	
What Steps Should Be Taken to Prevent a Similar Accident?	

Date	
Supervisor's Signature	

Any person who makes or causes to be made any knowingly false or fraudulent materials statement or material representation for the purpose of obtaining or denying workers' compensation benefits or payments is guilty of a felony.

This report does not satisfy an employer's obligations to report work related injuries to your workers' compensation insurance carrier or to Cal/OSHA.