

Parent Document: Reporting and Investigation Work Instruction

NMIH503

Near Miss / Incident / Hazard Report Form

Please use this form to report a near miss / incident / hazard. You can use the back page also if needed.

I wish to report a (tick one)...

□ Near Miss	☐ Incident	⊠ Hazard
An event that <i>could have</i> resulted in injury, harm, loss or damage	An event <i>that did</i> result in injury, harm, loss or damage	Anything (including work practice or procedure) with potential to cause injury, harm, loss or damage

Date: 15/02/2017	Time: 11:32am	Submitted by (optional):
Date: 13/02/2017		lan Leys

Business Unit: Gunnedah Location (optional): Gunnedah

Describe the Near Miss / Incident / Hazard

On carrying out routine inspections in the Gunnedah Shunting Yard an axle counter trackside unit was noticed to have sharp pieces of plastic seated into the screw slots (see attached picture). These pieces of plastic were removed and other units were inspected for the same condition.

This appears to be a deliberate act to cause harm. There is, on occasion, vandalism throughout this area. Had staff been on attendance during the night there would be a high chance of injury as the height of this unit is good to rest upon.





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How serious could the outcome have been?
☐ High : there was a credible potential for a death or serious injury to have occurred
☑ Low : any other occurrence or event
What action(s) has been taken / could be taken to address this issue?
Have you told your ARTC Team Manager / ARTC Manager about this?
⊠ Yes
□ No

Once complete:

(Hunter Valley) Send completed form to hv-sct@artc.com.au

(Interstate Services) Send completed form to hazard@artc.com.au

(Support Divisions) Send completed form to safetymatters@artc.com.au