

# Trench Collapse Incident Report

## Basic Information

Project Name

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Location of Incident

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Date of Incident

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Time of Incident

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Reported By

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Contact Information

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## Incident Description

Describe the incident

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Work being performed at the time

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## Trench Specifications

Trench dimensions (length x width x depth)

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Soil type

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Shoring/protective systems in place

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Weather conditions

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## Injuries / Damages

Were there any injuries or fatalities?

Describe injuries/damages details

## Witness Statements

| Name | Contact | Statement |
|------|---------|-----------|
|      |         |           |
|      |         |           |

## Immediate Actions Taken

## Corrective Actions / Recommendations

Report Prepared By

Date

Reviewed By

Date