

# Environmental Spill Incident Report

Date of Incident

Time of Incident

Location (Area/Section)

Reported By

Contact Information

## 1. Description of Incident

Include type of spill, substance, estimated quantity, and conditions during spill (e.g., weather, activities in area)

## 2. Immediate Actions Taken

Describe containment, isolation, notification, and control measures implemented.

## 3. Impact Assessment

Describe affected areas (soil, water, vegetation, storm drains, etc.), observed effects, and potential risks.

## 4. Follow-Up Response

Outline cleanup procedures, disposal actions, monitoring, and preventive measures.

## 5. Additional Notes / Witness Statements

Add any extra information, names of witnesses and their statements, or sketch/map of the incident area if applicable.

Reported By

Date

**Supervisor/Manager**

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**Date**