

# Equipment Damage Incident Report

## Project & Company Information

Project Name

Location

Date of Incident

Reported By

Contact Number

Company/Contractor

## Equipment Details

Equipment Name

Model/Type

Serial/ID Number

Owner

Operator Name

## Incident Description

Time of Incident

Location of Damage

Description of Incident

Extent of Damage

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### **Immediate Actions Taken**

Actions

### **Witnesses (if any)**

Name

Contact

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### **Follow-Up / Recommendations**

Suggested Preventive Measures / Comments

Report Prepared By

Date