

## WITNESS STATEMENT

Witness statements assist the investigation process in determining how an incident occurred and forms the basis for preventing a similar incident in the future. When completing this statement, try to include all events and factors that led up to the incident and any actions taken during and after. Thank you for your time and effort.

Witness Name (print): \_\_\_\_\_

Company Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Project Name: \_\_\_\_\_

Date (M/D/Y): \_\_\_\_\_ Time: \_\_\_\_\_

Project Location: \_\_\_\_\_

Witness Address: \_\_\_\_\_

Company Telephone: \_\_\_\_\_

City: \_\_\_\_\_

Company Office Location: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Description of Incident:

Statement (please print):

Witness Name (print):

Witness Signature:

If more space is required, please use reverse side and/or obtain another form from the investigator.