



DTL-HSE-FRM-0002

Near Miss Report Form

DTL Health & Safety Management System

Doc No: DTL-HSE-FRM-0002 **Version:** 1.0 — Apr 2026 **Review:** Apr 2027 **Owner:** Annelize Van Tonder
Linked Procedure: DTL-HSE-PRO-0005

Purpose: Near misses are warning signs that a serious incident could have happened. Report all near misses as soon as practicable so corrective action can be taken before someone is harmed — every near miss you report helps prevent a future injury.

• **Don't ignore a near miss.** It means a hazard pathway exists — the next time it may cause a real injury or damage. Report every near miss, no matter how small it seems.

1 • Near Miss Details

Date of Near Miss	Time
Date Reported	Reported By
Site / Location	Supervisor

2 • What Happened

3 • Potential Consequences (what could have happened)

☐ Personal injury	☐ Vehicle or plant damage
☐ Property damage	☐ Environmental harm
☐ Fatality	☐ Other serious consequence

4 • Immediate Actions Taken

5 · Recommended Controls

Serious near misses are investigated under **DTL-HSE-PRO-0005** (Incident Reporting & Investigation Procedure). Identified hazards should be added to the Hazard Register (**DTL-HSE-REG-0005**).

Signature

Date

Office use / 2iB: DTL-HSE-FRM-0002 · On completion, submit to supervisor within 24 hours and upload the signed record to 2iB.

2iB Ref	Date uploaded	Entered by

Approved for issue  **Tyson Knight** — Director
27 May 2026

1.0 · Apr 2026 · Initial issue under 2iB numbering (supersedes F002 / DTL-PR-C002 form); near-miss reporting now governed by DTL-HSE-PRO-0005 · A. Van Tonder