



LABORATORY INCIDENT/ACCIDENT & GOOD CATCH REPORT

This report form is to be completed whenever there is an incident/accident or a GOOD CATCH in a UALBANY laboratory. An incident or accident is defined as: a fire, an uncontrolled reaction or release, equipment failure, inadequacies in safety procedures or policies, an injury or loss, causing environmental impact, or causing significant disruption and downtime in research. A GOOD CATCH is defined as having little if any immediate impact on individuals, processes, or the environment but provides insight into accidents that could happen and accidents that didn't happen due to somebody's good catch. A good catch may break the cycle in the chain of events that could lead to a serious event that causes injury or property damage. This report is NOT intended to replace the University's Accident Report Forms, which must still be completed in the event of an accident or injury to a person in the laboratory. This report will be used to implement risk reduction strategies in the UAlbany's laboratories and to educate laboratory personnel.

Date and Time of Incident or Good Catch: _____

Location of Where Incident or Good Catch Occurred: _____

Person(s) Involved (Name, Title, and Department): _____

Witnesses, if any: _____

Describe Incident or Good Catch: _____

Cause of Incident or Good Catch: _____

Actions Taken to Prevent Incident or Good Catch from Happening Again: _____

Supervisor or Principal Investigator Notified (Include Date and Time): _____

Supervisor's Signature and Date: _____

Return original to EHS in Chemistry B73 in person, by mail or email to ehs@albany.edu.

Give a copy to Department Chair and keep a copy for your records.