

# Construction Safety Incident Report

**Date:** [Insert Date]

**Location of Incident:** [Insert Construction Site Location]

## Incident Details

### Description of Incident:

On [insert date of incident] at approximately [insert time], an unauthorized individual accessed the construction site at [insert location]. The individual was observed [insert specific actions or behaviors of the unauthorized person].

## Actions Taken

Upon discovering the unauthorized access, the following actions were taken:

- Immediate notification of site security personnel.
- Incident documented with photographs if applicable.
- Unauthorized individual was escorted off-site by security.

## Preventive Measures

To prevent similar incidents in the future, the following measures will be implemented:

- Increased perimeter security checks.
- Enhanced signage indicating site access restrictions.
- Regular safety training for personnel regarding site security protocols.

## Report Completed By

**Name:** [Insert Your Name]

**Position:** [Insert Your Position]

**Signature:** \_\_\_\_\_

## Report Submitted To

**Name:** [Insert Supervisor/Management Name]

**Position:** [Insert Supervisor/Management Position]

**Date of Submission:** [Insert Date]