



“Safety By Choice, Not By Chance”

## Good Catch Report Form

A good catch is a potential hazard or incident that has not resulted in any personal injury or property damage. Some examples of good catches are unsafe conditions, improper use of equipment, use of faulty equipment, or not following proper procedures. It is everyone’s responsibility to report and correct any of these potential hazards immediately. Please use this form to report a good catch and assist in preventing future incidents and making the City of Spearfish a safer workplace.

Department:	Location:	Building: (If Applicable)
Date of Incident:	Time of Incident:	
Mark All Appropriate Conditions: <ul style="list-style-type: none"> <li><input type="radio"/> Good Catch</li> <li><input type="radio"/> Safety Concern</li> <li><input type="radio"/> Safety Suggestion</li> <li><input type="radio"/> Other (describe):</li> </ul>	Type of Concern: <ul style="list-style-type: none"> <li><input type="radio"/> Unsafe Act</li> <li><input type="radio"/> Unsafe Condition of Area</li> <li><input type="radio"/> Unsafe Condition of Equipment</li> <li><input type="radio"/> Unsafe Use of Equipment</li> <li><input type="radio"/> Other (describe):</li> </ul>	
Describe the potential incident/hazard/concern and possible outcome (in as much detail as possible):		
Safety Suggestion:		
Name (optional)	Date Reported:	
Phone Number (optional)	Email Address (optional)	