Equipment for a Collision or Near Miss Investigation

Collecting timely and accurate information is essential for an effective investigation of a collision or near-miss. Use this list of common, inexpensive, and compact equipment to make sure employees have the gear they need when investigating. Keep the gear in all work vehicles.

Basic investigation gear

- ☐ Phone and charger
- ☐ Hardbacked notebook or clipboard with a pad of paper, and graph paper for scale sketches
- ☐ Pens, pencils and erasers, ruler
- ☐ Collision and near miss investigation report form
- ☐ What to Do If You're Involved in a Collision Checklist
- ☐ Flashlight and extra batteries
- ☐ Disposable gloves, suitable footwear and clothing, high visibility vest, safety glasses
- ☐ Suitable traffic control devices such as cones or reflective triangles

Full investigation kit

This additional equipment is needed to collect more detailed information. If employees who conduct in-depth investigations have an assigned vehicle, carry this kit in that vehicle. Otherwise, keep this kit in a central location that's easily accessible.

- ☐ Digital camera with flash and extra batteries
- ☐ Audio recording device with storage capacity and batteries
- ☐ Measuring tape
- ☐ All-weather or permanent marker or crayon
- ☐ Traffic template tool for sketches
- ☐ Plastic bags or containers for samples, plastic covers or bags to protect notes if wet weather
- ☐ Adhesive labels and markers for identifying equipment and labeling samples
- ☐ "Do Not Enter" tape or other means to cordon off the site

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