Instructions:
1. Read the form carefully.
2. Incident/Hazard – give date, time and location of the incident
3. Fill in the names of other involved persons, or witnesses (if applicable)
4. Fill in emergency information (if applicable)
5. Narrative – neatly write a brief, but thorough description of the incident.
6. Print your name, student ID, and sign (optional)
7. If you would like a response to this form, please fill out your contact information.
8. Turn in this form to any staff or faculty member at The University of Nebraska Omaha Aviation Institute.

This form may be turned in anonymously.

Incident/Hazard Date:                     Incident/Hazard Time:                    Incident/Hazard Location:

Other persons involved or witnesses of the event:

Emergency Information:  911 Called? Yes / No  Emergency Personnel Requested? Yes / No

Narrative: (Continue on back if necessary)

Name of Individual Submitting Report:                                               Student ID Number:
(Reminder that this form may be submitted anonymously)

Signature:                                                                       Date:

WOULD YOU LIKE A RESPONSE? Yes / No
If Yes, please write down the best way to contact you.