

Form for reporting a (near) environmental incident

***Before filling in the form, read the explanation on the reverse***

<b>THIS IS A REPORT OF:</b>		
<input type="checkbox"/> Environmental incident <input type="checkbox"/> Near environmental incident		
<b>DETAILS OF THE PERSON MAKING THE REPORT</b>		
<b>Name:</b>		
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs		
<b>Organisation + department:</b>	<b>Building / workplace:</b>	<b>Telephone number:</b>
<b>Name of the line manager responsible:</b>		<b>Telephone number:</b>
<input type="checkbox"/> Mr <input type="checkbox"/> Mrs		
<b>DETAILS OF THE (NEAR) ENVIRONMENTAL INCIDENT</b>		
<b>Location of the (near) environmental incident:</b>	<b>Date:</b>	<b>Time:</b>
<b>Brief description of the (near) environmental incident (<i>State the causes and the nature of the work / activities during the (near) environmental incident, on an attachment if necessary</i>)</b>		
<b>It concerns:</b>		
<input type="checkbox"/> Soil <input type="checkbox"/> Waste water <input type="checkbox"/> Hazardous substances <input type="checkbox"/> Waste <input type="checkbox"/> Air <input type="checkbox"/> Other, namely:		
<b>EXPOSURE</b>		
<b>Was there (possible) exposure?</b>	<b>If yes, to what? (concentration/quantity)</b>	
<b>MEASURES</b>		
<b>What measures were taken immediately after the (near) environmental incident?</b>		
<b>What measures could be taken to prevent the (near) environmental incident in the future?</b>		
<b>SIGNATURES</b>		
<b>The person making the report:</b>	<b>Line manager responsible:</b>	
(Signature)	(Signature)	
<b>Date:</b>	<b>Date:</b>	
<b>SPACE FOR COMMENTS/ ADDITIONS</b>		

Send this form to Stichting-ALt, PO BOX 109, or: [secretaris@stichting-alt.nl](mailto:secretaris@stichting-alt.nl)

Send a copie to the adres as specified in KAM rule 15 of BBio ([ML\\_Ongevallendatabase@bbio.nl](mailto:ML_Ongevallendatabase@bbio.nl)), Intravacc, RIVM (FCC, [FCC-secretariaat@rivm.nl](mailto:FCC-secretariaat@rivm.nl)), Microeos or Cipla

### Purpose

The purpose of reporting a (near) environmental incident is to gain a better insight into the backgrounds of (near) environmental incidents. This insight creates the possibility of taking focused preventive and corrective measures. This makes it possible to prevent (near) environmental incidents in the future.

### Scope

The form concerns (near) environmental incidents within the bounds of the Utrecht Science Park Bilthoven (USPB).

### Environmental incident

Violations of specifications, rules and regulations and requirements as stated in the environmental permits, which are applicable to the organisations at the USPB site.

*Example: discharge of chemicals in the sewer, BA3 or GMO outside the contained space, refrigerant leakages etc.*

### Near environmental incident

An event that has narrowly missed causing harm to the environment.

*Example: chemical leakages due to broken storage drums, where no environmental damage has yet occurred (so not in the soil or sewer) or BA3 or GMO outside first containment (so outside BHK but inside the contained room).*

**If in doubt: always report!**

N.B.:

In connection with the mandatory, timely reporting to the competent authority by the Stichting-ALt, you are obliged to report the (near) environmental incidents below on the same working day, and in all cases within 24 hours after the (near) environmental incident has occurred, by telephone to:

- the **Stichting** on telephone number **+31 (0)6 5527 2108**
- or outside office hours to **security** on telephone number **+31 (0)30 274 2259**, which will warn the secretary of the Stichting in the event of serious situations.

- Environmental incidents involving environmental damage, such as with:
  - the release of Genetically Modified Organisms (GMO) or high-risk biological agents;
  - the release of environmentally harmful (chemical) substances.