

Confidential Hazard/Incident/Accident Reporting Form

*This form should be used to report any airport hazard that has caused or could cause an accident or incident. Place in the labeled "Hazard Reporting Drop Box" outside the Airport Administration Office or email a copy to safety@sairport.com. If urgent response is needed, call Airport Operations at **605-201-5206**.*

Hazard/Event Description

Date: _____ Time: _____

Location: _____

Description of Hazard/Event:

Reporter Name (Optional*): _____

Reporter Company (Optional*): _____

Contact Number / Email (Optional*): _____

***All reporting can be done anonymously. Please note that if you do not provide this information, the Airport may not be able to follow up with you to gather additional information. If contact information is provided, the SMS Manager will follow up with you regarding your report.**

****All reports are reviewed and evaluated. While specific outcomes cannot be guaranteed, every report contributes to improving safety.**