



Lusail Real Estate Development Company

Health, Safety, Security, Environment, Logistics & Quality Department

Lusail Operation Safety Procedural Forms/Checklists – Incident Close Out Letter (Template)

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COMPANY PROPRIETARY INFORMATION

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Ref.
Date:

M/s
PO Box
Tel:
Fax:
Email:

Attention :

Project :

Subject : **Incident Description – Date**

Dear Sir,

The HSE Department refer to the incident that took place (**Incident Number**) at **Developers Name and Plot Number** on **XX XXXX 2015**, acknowledge the receipt of the final report which was submitted on **XX XXXX 2015** in relation to the above incident.

Having noted the contents of the final report, we consider the incident report to be satisfactorily finalized.

It is the contractors' responsibility to ensure all remedial actions are completed and that site conditions are monitored to ensure corrective actions are effective to prevent reoccurrence.

LREDC is committed to the highest standards of workplace Health & Safety and your continuing support to ensure the highest level of Health & Safety Standards are maintained is greatly appreciated.

Best regards,

Engr. Waleed Al-Khal Fakhroo
HSELQ Director

Encl. Lusail Safety Site Inspection – AK Res 19 dated July 28, 2015

Cc: Michael Ford - Senior HSE & Fire Manager
Bruce Bester – H&S Manager
Colette Vermeulen – Lead H&S Inspector
XXXX – H&S Inspector

