



Written Report for Hazardous Conditions

The Iowa Department of Natural Resources
Requires a written report of any Hazardous Condition.

(VERBAL REPORT REQUIRED WITHIN 6 HOURS)

Written Report. The written report of a hazardous condition shall be submitted to the department within 30 days and contain the following information (Please complete as much as possible):

DNR Spill Number for hazardous condition:	
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Location of hazardous condition:

Physical Address		city	
Legal Address	Lat/Long or Twn/Rng	zip	
Other description			

Time and Date of onset or discovery of hazardous condition:

Time AM PM Date _____

Time and Date of verbal report to the department of the hazardous condition:

Time AM PM Date _____

The Hazardous Condition:

Name of material/substance(s)	Manufacturer	Volume

If more space is needed add additional pages. Attach a Material Safety Data Sheet (MSDS) if possible.

The medium in which the hazardous condition occurred/existed (Check all that apply):

Ground Water Surface Water Land Air

Weather Conditions during the time of the hazardous condition onset or discovery:

Temperature	Wind Direction	Wind Speed	Humidity	Precipitation

Contact Information:

	Name	Company	Mailing Address	Telephone
Person Reporting (if known)				
Party Responsible				
Site Contact				

Cause of the Incident: Write a narrative of the events leading to the incident

Initial Actions Taken: Write a narrative of the initial actions and instructions taken or required.

Written reports should include the DNR spill number and be addressed to the duty officer responding to the spill. Reports can be sent via mail, fax, or electronic mail.

Mail

Fax

Email

IDNR Emergency Response 7900 Hickman Rd Ste 200 Windsor Heights, IA 50324-4432	515/281-7229	Emergency_Response@dnr.iowa.gov
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Thank You