

# Risk Management

## Incident Checklist

PREVENT FURTHER DAMAGE (Do not move items from water, move & secure items in another location)

\_\_\_\_\_ to [jquesenbe8@radford.edu](mailto:jquesenbe8@radford.edu)



The following documentation is attached: Yes No N/A

- Copy of invoices showing repair or replacement.
- Salvage value, if replacement is involved.
- Labor costs if repair work performed by RU employees [Incident Report Form](#)