

Nedlands Yacht Club – Incident Report Form.
INCIDENT/ ACCIDENT/ NEAR MISS/ SUGGESTION
REPORT FORM

- Please use this document to advise Management of any incidents, accidents or near misses which occurred whilst rigging, racing or unrigging. You can also use this form to make suggestions for improving safety for the sailors. This information will be used to develop safer ways of doing things.
- This report is not to be used as any part of a protest or claim for insurance.
- Write on the back of this sheet if you need more space.

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|---|--------------------------|
| DATE OF INCIDENT: | TIME OF INCIDENT: |
| LOCATION: | |
| WEATHER CONDITIONS: | |
| NAME(S) OF INJURED: Ambulance Called? Yes / No. Transferred to Hospital? Yes / No. Which Hospital? Accompanied by: | |
| NAME (No.) BOATS INVOLVED: | |
| WHAT HAPPENED (or NEARLY HAPPENED or COULD HAPPEN): | |
| WHY DO YOU THINK IT HAPPENED (or NEARLY HAPPENED or COULD HAPPEN): | |
| WHAT SHOULD BE DONE TO STOP IT HAPPENING AGAIN: | |

YOUR NAME AND CONTACT DETAILS:

OTHER WITNESSES:

SAFETY OFFICERS COMMENTS and RECOMMENDATIONS:

DATE:

MANAGEMENT COMMITTEES COMMENTS and RECOMMENDATIONS:

DATE:

ACTIONS COMPLETED:

DATE: