



SAFETY INCIDENT/EVENT REPORT DIVING / BOATING

Definition

Use this form to report any incident (or event) that could, or indeed did, reduce the safety margin for a Club Member at any time during a diving or boating trip with the Club.

- The incident/event may have been the result of actions by any person and may include equipment problems.
- The incident/event may or may not have been preventable.
- The incident/event may or may not have caused harm to person or property.

Your time taken to report such incidents will provide valuable information to all Club Members.

Anonymity: please do not identify persons involved.

Quality: please do not report hearsay incidents.

Type of Incident/Event

- Diving
 Boating
 Other

Whose Incident/Event

- Yours
 Your Buddy's
 Someone else's

When Did Incident/Event Occur

- One week
 One to four weeks
 More than one month ago

Was anybody injured?

Yes No

Was there any damage to the boat or other property?

Yes No

Description of the Incident or Event

Please describe the incident or event, and include any factor which you believe may have contributed to, or minimised, the consequences of the incident or event. *(If reporting on more than one incident please complete separate forms for each.)*

Do you think the incident was preventable?

Yes No Undecided

Conclusion

Can you provide any recommendations or possible changes to prevent incident/event from happening again? *(Continue on back of form if required.)*