



INCIDENT REPORT

VENUE: _____

CLUB: _____

DATE: _____

BOATS INVOLVED:

1: _____

2: _____

3: _____

Fill out this form when an Incident occurs.
Please ensure that all questions are complete.

SAFETY OFFICER USE ONLY	
<input type="checkbox"/>	Driver Error
<input type="checkbox"/>	Water Conditions
<input type="checkbox"/>	Mechanical Fault
<input type="checkbox"/>	Hull Failure
<input type="checkbox"/>	Unable to Determine
<input type="checkbox"/>	Other (please specify)

CLUB CHECK LIST	
<input type="checkbox"/>	Boat Report for Each Boat involved
<input type="checkbox"/>	Scrutineering Form for Each Boat involved
<input type="checkbox"/>	Indemnity Form for each driver involved
<input type="checkbox"/>	Driver Statement(s)
<input type="checkbox"/>	Rescue Personnel Statement(s)
<input type="checkbox"/>	Witness Statement(s)
<input type="checkbox"/>	Videos/Photographs

INCIDENT REPORT

This Form has been designed to give information and to suit a number of situations. Include any information that you feel is also relevant, on a separate sheet if necessary. Some information asked for may seem unnecessary, but it may enable us to pick out any trends occurring.

A Boat Report Form AND a copy of the Scrutineering Form MUST accompany this Report for each boat involved in an Incident.

Person Making Report: _____ Position Held: _____

Contact Phone Number(s): _____

Venue: _____ Date: _____ Time: _____

Club Conducting Event: _____

Weather Conditions: _____

Relative to the Boat(s), from where was any wind blowing and how strong was it? _____

Water Conditions: Calm: (___) Chopy: (___) Rough: (___) Very Rough: (___)
Sloppy: (___) Other (specify): _____

Was visibility hampered by Sun, Rain, Fog, Exhaust Haze, etc? _____

Number of Boats in Race: _____ Class of Race (H'cap, 6 litre, etc): _____

Number of Boats involved in the Incident: _____

BOAT 1

Boat Name: _____ SBA Rego: _____ Expiry Date: _____

Owner Name & Address: _____

Contact Number: _____ APBA Owners Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

Driver Name & Address: _____

Contact Number: _____ APBA Drivers Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

BOAT 2

Boat Name: _____ SBA Rego: _____ Expiry Date: _____

Owner Name & Address: _____

Contact Number: _____ APBA Owners Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

Driver Name & Address: _____

Contact Number: _____ APBA Drivers Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

BOAT 3

Boat Name: _____ SBA Rego: _____ Expiry Date: _____

Owner Name & Address: _____

Contact Number: _____ APBA Owners Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

Driver Name & Address: _____

Contact Number: _____ APBA Drivers Licence No: _____

SBA Licence No: _____ Expiry Date: _____ State of Issue: _____

DETAILS OF INCIDENT: _____

How long did it take for the Rescue Personnel to reach the Driver/s? _____

DESCRIBE IN DETAIL, THE RECOVERY AND RESCUE: _____

WERE THERE ANY PROBLEMS DURING THE RESCUE AND/OR RECOVERY? _____

PLEASE ENCLOSE COPIES OF ANY DRIVER, RESCUE PERSONNEL, OR EYEWITNESS REPORTS OR STATEMENTS, VIDEOS OR PHOTOGRAPHS OF THE INCIDENT OR OF THE BOATS INVOLVED.

IS THE RACE COMMITTEE ABLE TO DETERMINE THE CAUSE OF THE INCIDENT, IF SO, PLEASE GIVE DETAILS?

DIAGRAM OF INCIDENT

In this space (or on a separate sheet) please make a diagram of the course, showing position of incident and clearly label all relevant features (Competing Boats, Rescue Craft, Dive Boats, Shoreline, Turning Points, etc)

Show boats positions just before incident with arrows to indicate their course during the incident.

Were any separate sheets included with this report? _____	If so, how many _____
Were any Photographs included with this report? _____	If so, how many _____
Were any Video Tapes included with this report? _____	If so, how many _____