



**Scottish Rowing
Incident Report Form**
Approved by Board March 2009

Please complete this form to report any accident, collision or capsize, especially those involving injury to persons or damage to equipment. When completed, pass the form to any Scottish Rowing official for onward transmission to the Board Member (Governance).

Continue reports on separate sheets where necessary.

Description of the circumstances of the incident - eg training outing, name of regatta or head race.

.....

The name and address of the person reporting the incident and their club/regatta role.

Name Role

Address Evening phone number

.....

.....

.....

What clubs or third parties were involved?

.....

.....

What was the time (24 hour clock) and date of the incident?

.....

Where did the incident occur?

.....

NEXT PAGE



Scottish Rowing Incident Report Form

Please give a full description of the incident. This should include weather and water conditions. Please include or attach any additional details - eg drawings / diagrams / photographs - if these will enhance the description.

.....
.....
.....
.....

Continue on a separate sheet if necessary.

List any injuries sustained, by whom, who treated them and where. Also list any damage sustained by boat(s) or to property.

.....
.....
.....

Add or attach any further comments or additional information you think could be useful - eg list of witnesses with addresses, etc.

.....
.....
.....

What further actions have been or will be implemented to avoid repetition of the incident?

.....
.....

Continue on a separate sheet if necessary.

Signature

Date