



Tauranga Rowing Club

Incident Report Form

This form is to be completed in the event of an on-water or off-water incident where by a rower, rowers or other is injured, potentially could have been injured or there is damage to equipment and the incident has occurred during bone fide training and/or competition. It should be completed by the person in charge at the time of the event or a witness to the event. The form needs to be sent via email to clubcaptain@taurangarowingclub.co.nz or given to the club captain

Date of Incident ___/___/___

Date incident reported ___/___/___

1.0 PERSONAL DETAILS

1.1 Person 1 involved in incident

Surname: _____ First Name: _____ Mobile: _____

Email: _____ Club/School: _____

1.2 Person 2 involved in incident

Surname: _____ First Name: _____ Mobile: _____

Email: _____ Club/School: _____

1.3 Any other persons involved in incident?.

2.0 INCIDENT PARTICULARS

1. Nature of Incident (*tick all that apply*)

- Collision between rowing vessels or a fixed structure (i.e. bank/jetty/etc)
- Collision between rowing vessel & powered vessel
- Rowing vessels not obeying water way rules / Powered vessels not obeying water way rules
- Obstructions present in rowing course

Other _____

2.2 Vessel Particulars Involved

- Number and type of rowing vessels _____
- Registration Number / Vessel name _____

Other _____

3. Incident Contributors (circle all that apply in your opinion contributed to the incident)

- Clear Strong Current
- Rain Strong Wind

- Fog/haze Equipment failure
- Chopy Excessive speed
- Poor judgement

Flood Safety lights absent

Rough/very rough water

Other (specify details) _____

3.0 INCIDENT DETAILS

4.0 INJURIES AND TREATMENT REQUIRED (minor first aid, doctor, hospital?)

Name	Contact details (Address, Phone, email)

○

_____ Date ___/___/___

Signature of person completing report.

6.0 INCIDENT ACTION (Tauranga Rowing Club use only)

Action description	Taken by	Target date	Finish date

Updated November 2019