



Gisborne 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 info@gisbornerowingclub.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 or floating structure (i.e. bank/jetty/log 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 _____

6.0 INCIDENT ACTION (*Gisborne Rowing Club use only*)

Action description	Taken by	Target date	Finish date

Updated November 2023