

VISITOR INCIDENT REPORT FORM

Data Protection act 1998 Notice

The information you give us, including any personal or sensitive information, will be held on our electronic database for up to 6 years and will be used by us to help us to investigate the cause of incidents and for statistical analysis. It may also be used by partner organisations for statistical reporting of incidents at a national level. Before passing on any information to partner organisations, we will remove all personal identifiers.

You have a right to ask for a copy of your information (for which we may charge a small fee) and to correct any inaccuracies in your data. If you give us information about another person, you confirm that the other person has appointed you to act on their behalf to the processing of their personal or sensitive data and to receive on their behalf any data protection notices.

Details of incident, accident or near miss

What happened? (Brief description of incident, include details of any craft or vehicles involved)

Boat name/Index No. (Where appropriate)

When did it happen? (Date and time)

Where did it happen? (Exact location of incident, waterway, nearest bridge/lock/town/village)

Who was involved? (Details of injured person)

Full name

Age

Address

Telephone

Did anyone need hospital treatment? Yes No Don't know

Details of any injuries/damage to property or equipment

Were the Police informed?

Yes No Don't know

Police Incident No.

Details of person reporting incident (If different from above)

Full name

Address

Telephone

Any other comments

Signature of person reporting

08/04