



SLSA Incident Investigation Report

- ✓ An investigation should occur when any moderate/major injury, damage to equipment or potentially moderate/major near miss occurs in the surf lifesaving operational environment.
- ✓ This investigation is aimed at identifying causes and taking remedial action to ensure the incident (or potential incident) does not occur again. It is not about attributing blame.
- ✓ The completed form is placed with the related SLSA Incident Report Log Form (where required) and given to the Surf Club Safety Officer.
- ✓ Please print clearly.
- ✓ Please attach additional information if space is not sufficient.

Description of Incident

Injury

Property Damage

Near Miss

What was the person or persons doing at the time?

How exactly was the injury, disease or damage sustained?

What happened unexpectedly? (Undesired event)

Contributing Factors (Include any particular chemical, product, process, equipment involved)

Investigating Officers Sign-Off

Investigating Officer	_____	_____	Date _____
	Name		

	Position		



Corrective/Action Taken

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Estimated Cost of Incident: \$ <input style="width: 100px; height: 20px;" type="text"/>	Estimated Cost of Correction: \$ <input style="width: 100px; height: 20px;" type="text"/>

Surf Club Management's Comments (*Club President or Club Captain*)

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Club name _____	Name, position and signature of club management contact	_____ Name	_____ Position
		_____ Signature	Date _____

Surf Club Safety Officer's Comments

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Club name _____	Name, position and signature of club management contact	_____ Name	_____ Position
		_____ Signature	Date _____

Proposed Remedial Action

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