

Near-Miss / Incident Report

Confidential reporting form to capture near-misses, incidents and hazardous occurrences for analysis and corrective action.

Report No.	
Date & Time	
Vessel	
Location / Position	
Type (Near-miss / Incident / Accident)	
Reported by (Name & Rank)	

Description of Event

Causes

Immediate cause(s)	
Underlying / root cause(s)	
Persons / equipment involved	

Action

Immediate action taken	
Corrective / preventive action	
Responsible person	
Target close-out date	
Reviewed by (DPA / Master)	