



POOLE HARBOUR INCIDENT REPORT FORM Recreational & Small Commercial (Non PEC)

This Form is to be used to report a Navigational or Safety Incident or Near Miss to the Poole Harbour Master.

URGENT Navigational matters should be reported immediately to the Harbour Master via Harbour Control on VHF Channel 14 or by telephone on 01202 440 230. The Harbour Master may require a follow-up written report in support of the initial verbal advice, for which this form should be used.

| Section A - Master / Owner Details | |
|---------------------------------------|--|
| Name: | |
| Address: | |
| E-mail Address: | |
| Telephone: | |
| Mobile: | |
| Qualification(s): (BML / RYA etc.) | |
| Club / Org / Company: | |

| Section B - Vessel Details | | | |
|---|--|---------------|--|
| Name of Vessel: | | | |
| Type of Vessel: | | | |
| Length (m): | | Beam (m): | |
| Draught (m): | | Air Draft(m): | |
| Details of Propulsion / Manoeuvring Aids | | | |

| Section C - Other Vessel / Object Details <i>(if applicable)</i> | |
|--|--|
| Name of Vessel: | |
| Type of Vessel: | |
| Object: | |
| Any other details | |



POOLE HARBOUR INCIDENT REPORT FORM

Recreational & Small Commercial (Non PEC)

Section D - Nature of Incident

| | | | | |
|--|---------------------------|-------------|-------------------------|-------|
| Incident Type: | Collision: | | Contact: | |
| | Near Miss: | | Grounding: | |
| | Inappropriate Navigation: | | Fire / Explosion: | |
| | Swamping: | | Wash: | |
| | Pollution: | | Loss of Hull Integrity: | |
| | Other (please specify): | | | |
| Reporting Safety Concern (e.g. Obstruction / Hazard to Navigation / Hydrographical Information etc): | | | | Y / N |
| Date: | | Time: | | |
| Location: | | | | |
| Tide: | | Visibility: | | |
| Weather: | | | | |

Section E – Details of Incident

Please provide an explanation of the incident in concise terms following the sequence of events and if necessary expanding on them. Include in your account, any Agencies or Authorities contacted at time of incident (e.g. Emergency Services, MCA, MAIB) and information on any lookouts posted, lights / shapes displayed, sound signals in use at the time of the incident and any other pertinent information. Please continue on another sheet if necessary.

A sketch and/or photographs should accompany this report where appropriate.

| |
|--|
| |
|--|



**POOLE HARBOUR INCIDENT REPORT FORM
Recreational & Small Commercial (Non PEC)**

Section E – Details of Incident (Continued)

Empty area for incident details.

| | |
|----------------|---------------------------------------|
| Name | Position |
| | |
| Date of Report | Signature of Person Submitting Report |
| | |