



Club Level Incident Report Form

Club members are encouraged to report **as soon as possible on the day** any incident that they believe had a safety implication.

Date:		Reported by:						
Time:		<i>Can be submitted anonymously if required</i>						
Aircraft Type:			Aircraft Registration:					
Was anyone injured?	Y	N	Winch Event?	Y	N	Non-aircraft event?	Y	N
Non-club member involved?	Y	N	Junior member involved?	Y	N	Pilot under tuition?	Y	N
Is there a requirement to report this event externally - MOR, CAA(Bird strike), BGA, HSE							Y	N
Describe what happened, with a diagram if it would be helpful, and continue overleaf if you need more space: 								
Duty Instructor Comments: 								
Follow up action taken by CFI or other club official: 								
Signed				Date				
Action by Safety Officer 								
Date <i>if submitted by email</i>			Logged on computer? <i>Office use only</i>			Serial number: <i>Office use only</i>		
Put completed form in the CFI's post box and email one or more of the following:								

