

19a. GENERAL INCIDENT REPORT FORM

The Royal Caledonian Curling Club will issue this form as soon as possible after receiving information about an incident that causes concern about a breach of RCCC rules, code of conduct or code of ethics. The form must be returned to the person who issued it at RCCC as soon as possible after completion and within one week at the latest.

1. PERSONAL DETAILS

Name:	
Date of Birth:	
Address:	
Telephone Contact:	

2. DETAILS OF INCIDENT

Date:	
Time:	
Location:	
Your role at the time:	
Who was involved:	

3. DESCRIBE WHAT HAPPENED

(In your own words, describe the incident. Continue on a separate sheet if necessary)

4. NAMES OF ANY WITNESSES and contact details

5. DESCRIBE ANY ACTION TAKEN AT THE TIME

(Continue on a separate sheet if necessary)

Please sign below to confirm that the above information is a true record of the incident. This information may be used by RCCC as part of its investigation.

Signature:		Date:	
------------	--	-------	--

