



# Incident Report Form

This form is required to be completed and submitted to the Tasracing as soon as possible after any incident / accident at any race track or other workplace across Tasmania.

All sections of the Incident Report Form must be completed and signed.

<b>Full name of person completing form:</b>	
<b>Position of person completing form:</b>	
<b>Club / Site:</b>	
<b>Date:</b>	<b>Signature:</b>

### Incident Details

<b>Incident type:</b> Injury <input type="checkbox"/> Hazard <input type="checkbox"/> Near Miss <input type="checkbox"/> Property Damage <input type="checkbox"/> Horse Incident <input type="checkbox"/> Security Breach <input type="checkbox"/> Vehicle Accident <input type="checkbox"/> Environmental Damage <input type="checkbox"/> Personal threat <input type="checkbox"/> Other <input type="checkbox"/>	
<b>Date of incident:</b>	<b>Time of incident:</b>
<b>Name/s of injured person/s or person/s involved:</b> _____ _____ _____	
<b>Contact details of person/s involved:</b> ----- ----- ----- ----- ----- ----- -----	
<b>Description of incident:</b> ----- ----- ----- ----- ----- ----- -----	

<b>Reported to:</b> Tasracing <input type="checkbox"/> Ambulance <input type="checkbox"/> Police <input type="checkbox"/> Fire Brigade <input type="checkbox"/> Steward <input type="checkbox"/> Workplace Standards Tasmania (where hospitalisation required) <input type="checkbox"/>
<b>If injury what treatment was sought:</b> First Aid <input type="checkbox"/> Medical Treatment/Ambulance <input type="checkbox"/> Hospitalisation <input type="checkbox"/>
<b>**If you feel there could be an injury from a fall or dislodgement ask if they require an ambulance or medical attention.</b>



# Incident Report Form

## Witness Details

<b>Witness Name:</b>
<b>Witness Contact Details:</b>
<b>Witness Statement:</b> ----- ----- ----- ----- ----- ----- ----- ----- ----- -----

## Actions

<b>What actions were taken immediately after the incident:</b> ----- ----- ----- ----- ----- ----- ----- ----- -----
<b>Follow up actions required:</b> ----- ----- ----- -----

Please email to: [WHS@tasracing.com.au](mailto:WHS@tasracing.com.au)

<b>Head Office use only:</b>  Date Received: _____      Logged <input type="checkbox"/>
-----------------------------------------------------------------------------------------------