



## WEA RAMBLERS

a WEA Sydney Club

### INCIDENT REPORT FORM

In the event of a significant incident or injury, complete this form and return it to the President within 48 hours, with a copy to the Walks Co-ordinator. In the event of serious injury, or if the injured walker indicates a wish to make an insurance claim, inform the President by phone or email ([president@wearamblers.org.au](mailto:president@wearamblers.org.au)) as soon as possible.

This is to ensure that Ramblers complies with the timelines as set out in the Confederation of Bushwalking Clubs' insurance policies. The President should also be advised by telephone as soon as possible.

An *incident* is where an event takes place which may result in a claim being made, such as serious injury, death, damage to third party property or loss of possessions.

An *accident* is where a person is injured. A *serious injury* is one requiring medical attention.

<b>Name of injured person or person suffering loss:</b>	
<b>Address of injured person or person suffering loss:</b>	
<b>Nature of Incident:</b>	
<b>Details of the Incident and Action Taken:</b>	
<b>Location:</b>	
<b>Activity:</b>	
<b>Leader:</b>	
<b>Date:</b>	
<b>Details of witnesses including names and addresses:</b>	
<b>Signature of Leader:</b>	
<b>Date:</b>	