



**ROYAL CANADIAN MARINE
SEARCH & RESCUE**
Saving Lives on the Water

6040 East Sooke Rd.
Sooke, B.C. V9Z 0Z7
T: 778.352.1780
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(•rcmsar.com•)

FOR OFFICE USE ONLY

INCIDENT INVESTIGATION REPORT

Station Leader to Complete All Sections

Name of Station Leader:	Phone Number:
Station Number:	Email:
Date of Occurrence:	

A. INVESTIGATION OF OCCURENCE

Description of Occurrence – Sequence of Events (attach additional sheets, charts, diagrams as required)

B. DIRECT CAUSES

In this section please identify ALL personal, environmental and/or role/system factors

C. ROOT CAUSES

In this section please identify all substandard practices and/or substandard conditions if any



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D. CORRECTION & PREVENTATIVE MEASURES

Preventative measures taken and/or recommended to prevent recurrence

E. RESPONSIBILLITY FOR CORRECTIVE AND PREVENTATIVE MEASURES/ACTIONS

Corrective action responsibility assigned to	Date to be completed	Follow-up date

F: INVESTIGATION COMPLETED BY

Name of Manager or Manager Appointee	Telephone #	Signature

Manager's Comment