

Transport for NSW

Vessel Incident Report

NOTE

- When a marine accident occurs in connection with a vessel, the master of that vessel (and the owner of the vessel if aware of the accident) must send a report to Transport for NSW containing particulars of the accident as soon as practicable by the quickest means available.
 Failure to comply with this requirement is an offence.
- Submission of this form will satisfy your reporting obligations.
- Transport for NSW may contact you for further information to determine whether an investigation into the marine accident is required. If contacted you are obliged to provide details as requested to the best of your knowledge.

To assist in completing this form, please refer to the Explanatory Notes at the end of this document. For further information and assistance telephone 13 12 36 (option 2) (8.30am to 4.30pm) - 7 days a week. Please forward completed form to: Maritime Investigations Unit, NSW Maritime, Locked Bag 5100, CAMPERDOWN, NSW 1450 or email to maritimeincidents@transport.nsw.gov.au

Details of Incident					
Date of incident:	Time of incident:	Waterway on which incident occurred:			
Location on waterway:			Incident Severity Rating: (See Explanatory Note 1)		

DETAILS OF OPERATOR	(MASTER) – VESSEL 1	DETAILS OF OPERATOR (MASTER) – VESSEL 2		
Surname:		Surname:		
Given names:		Given names:		
Date of birth: / day month	/ year	Date of birth: /	/ year	
Gender: Male Female		Gender: Male Female		
Residential address:		Residential address:		
Suburb:		Suburb:		
State:	Postcode:	State:	Postcode:	
Private number:	Business number:	Private number:	Business number:	
Mobile number:		Mobile number:		
Email address:		Email address:		

QUALIFICATIONS AND EXPERIENCE – VESSEL 1	QUALIFICATIONS AND EXPERIENCE – VESSEL 2
Boat licence:	Boat licence:
(See Explanatory Note 2)	(See Explanatory Note 2)
Licence type:	Licence type:
Licence number:	Licence number:
Expiry: / /	Expiry: / /
day month year	day month year
Other:	Other:
(Please specify)	(Please specify)
Certificate of Competency:	Certificate of Competency:
(See Explanatory Note 3)	(See Explanatory Note 3)
Certificate type:	Certificate type:
Certificate number:	Certificate number:
Expiry: / /	Expiry: / /
day month year	day month year

AYF qualifications Type:	AYF qualifications Type:
Interstate State	Interstate State
(e.g. QLD):	(e.g. QLD):
International Country	International Country
(e.g. UK):	(e.g. UK):
Other (please specify):	Other (please specify):

DETAILS OF OWNER – VESSEL 1		DETAILS OF OWNER – VESSEL 2			
Surname:		Surname:			
Given names:		Given names:			
Date of birth: / day month	/ year	Date of birth: /	/ year		
Gender: Male Female		Gender: Male Female			
Residential address:		Residential address:			
Suburb:		Suburb:			
State:	Postcode:	State:	Postcode:		
Private number:	Business number:	Private number:	Business number:		
Mobile number:		Mobile number:			
Email address:		Email address:			

DETAILS OF VESSEL 1	DETAILS OF VESSEL 2				
Vessel name:	Vessel name:				
Commercial Vessel (See Explanatory Note 4)	Commercial Vessel (See Explanatory Note 4)				
Vessel type:	Vessel type:				
Survey/permit number:	Survey/permit number:				
Expiry: / / day month year	Expiry: / / day month year				
Recreational Vessel (See Explanatory Note 5)	Recreational Vessel (See Explanatory Note 5)				
Vessel type:	Vessel type:				
Vessel registration number:	Vessel registration number:				
Expiry: / / day month year	Expiry: / / day month year				
Hull Material (See Explanatory Note 6):	Hull Material (See Explanatory Note 6):				
People on Board:	People on Board:				
Adults Female: Male:	Adults Female: Male:				
*Children Female: Male:	*Children Female: Male:				
*Children are less than 12 years of age	*Children are less than 12 years of age				

DETAILS OF ENGINE – VESSEL 1 – ENGINE 1				DETAILS OF ENGINE – VESSEL 2 – ENGINE 1						
Propulsion: Inboard	d 🗌 Outboard	d Sterndrive	F	Propulsion:	🗌 Ir	lboard	Outbo	oard S	Sterndri	ve
Fuel: Petrol	Diesel	Other (please s	specify) F	uel:	P	etrol	Diese		Other (p	lease specify)
		•						•		
Manufacturer:		H/power:	N	/lanufactur	er:			H/power:		
DETAILS OF ENG	INE – VESSE	L 1 – ENGINE 2	C	DETAILS	OF I	ENGINE	E – VESS	SEL 2 – E	NGIN	E 2
Propulsion: Inboard	d 🗌 Outboard	d Sterndrive	F	Propulsion:	In	board	Outbo	bard	Sterndri	ve
Fuel: Petrol	Diesel	Other (please s	specify) F	uel:	P	etrol	Diese	· 🖵	Other (please specify)
		·								
Manufacturer:		H/power:	N	/lanufactur	er:			H/power:	:	
DAMAGE TO VES	SEL AND/OR	PROPERTY								
VESSEL 1 – DAM	AGE		N	/ESSEL	2 – D	AMAG	E			
Lost Major	r Minor	No Damage		Lost		Major	Mino	or 🗌 N	No Dam	nage
Vessel \$	Propert	у\$	V	/essel \$			Prop	erty \$		
NATURE OF INCI	DENT									
VESSEL 1			\ \	/ESSEL	2					
Operation at Time of Incident: <i>(See</i>)peration a f Incident:						
Explanatory Note 7)				xplanatory No	•					
Type of Incident:				ype of Inci See Explanato						
(See Explanatory Note 8)				lote 8)	лу					
Contributing Factors to Incident:				Contributing		·-				
(See Explanatory Note 9)				See Explanato						
WEATHER AND V	VATER COND	ITIONS								
	ER CONDITIONS	WIND				TION	VISIB	ILITY		TIDE
	alm 10ppy	None		N □ E		NE SE	Good Good	1		Flood (in) Ebb (out)
	bugh	Moderate (10	0>15kt)	□s		SW	Poor			Slack
	ery Rough rong Current	Fresh (16>2		W	1	W	Darkı (Nigh	ness it Time)		
DETAILS OF DEC	_									
Serious injury = Hospita	alisation, other tha	an for observation, M	linor Injur	y = First ai	d only	given at	site or at ho	ospital		
Name	Address	DOB	Gender M/F	Injury 1 Fatal/Se Mino	rious/	Role on (See Expl Note 10)	vessel lanatory	Hospital N	lame	Lifejacket worn Yes/No
Catalogue No. 45065752 F	orm No. 5625 (12/2	021)		AL:		1				Page 3 of 6

ALCOHOL AND DRUG TESTING						
Name	Address	Telephone	DOB	Gender M/F	Role on vessel (See Explanatory Note 10)	Breath Test Analysis Result

DETAILS OF WITNESSES

Name	Address	Telephone

DETAILS OF CREW ON BOARD COMMERCIAL VESSEL AT TIME OF INCIDENT							
Name	Address	Telephone	DOB	Role on vessel (See Explanatory Note 10)	Qualifications		

Please use this section to draw a map of the area and details of the incident

INCIDENT DESCRIPTION

Describe what happened (sequence of events) include failure of equipment. If diagram is needed, use grid sheet. Include any information regarding the involvement of alcohol and/or drugs in causing or contributing to the incident. Include any descriptive information about the use of PFDs (Lifejackets).

Personal Information Collection Notice: Section 99 of the *Maritime Safety Act 1998* requires Masters of vessels (and Owners if they are aware of the accident) to provide a marine accident report. Our Privacy Statement explains how we will use and manage your Personal Information in accordance with the *Privacy and Personal Information Act 1998*, and, where relevant, the *Health Records and Information Privacy Act 2002*. You can obtain a copy of our Privacy Statement at **www.transport .nsw.gov.au/privacy-statement** or call us on **13 12 36 (option 2)** to request a copy.

PERSON COMPLETING REPORT (*Please use BLOCK letters*)

Name:	
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Address:		Private number:	
		Business number:	
State:	Postcode:	Mobile number:	
Signature:		Date:	/ / / month year

EXPLANATORY NOTES			
 Explanatory Note 1 – Incident Severity Rating Fatal incident Serious injury Vessel lost Other vessel damage Property damage only No damage 	Explanatory Note 8 – Type of Incident Capsizing Close Quarter Collision with vessel Collision with fixed object Collision with floating object Collision with submerged object Explosion/Fire – fuel 		
 Explanatory Note 2 – Boat Licence Type NSW General Boat Licence NSW PWC Licence Other (please specify) 	 Explosion/Fire – non fuel Fall overboard Fall in vessel Grounding Hull splitting (structural failure) Person hit by vessel/propeller 		
Explanatory Note 3 – Certificate of Competency Coxswain Master NC < 24m Master NC < 35m Master/Mate NC < 80m Master (Inland Waters) Master Class III MED 3 NC MED 2 NC MED 1 NC Engineer Class 3 NC Explanatory Note 4 – Commercial vessel Type	 Sinking Swamping Unknown Explanatory Note 9 – Contributing Factors to Incident Alcohol/Drugs Excessive or Unsafe Speed Fault of Equipment Fault of Hull Fault of Machinery Hazardous Waters Improper Loading Lack of Judgement 		
 Class 1 Passenger Vessel Class 2 Non Passenger Vessel Class 3 Fishing Boat Class 4 Hire and Drive Other (Please specify) 	 No Proper Lookout Overloading Weather Conditions Other (please specify) Unknown 		
Explanatory Note 5 – Recreational vessel type Cabin runabout Motor Cruiser Canoe/kayak Houseboat Inflatable Open runabout Paddle (Row) Boat Personal Watercraft (Jet Ski) Sailing Vessel Other (please specify) 	Explanatory Note 10 – Role on Vessel • Crew • Master • Passenger • Skier/Wakeboarder/Aquaplaner • Observer • Swimmer/Diver		
Explanatory Note 6 – Hull Material • Aluminium • Ferro-cement • Fibreglass • Plywood • Steel • Timber • Other (please specify)	-		
Explanatory Note 7 – Operation at time of incident Aground At Anchor/Moored Being Towed Berthed Drifting Fishing Fuelling Organised Competition/Aquatic Event Towing a vessel Underway Waterskiing/aquaplaning/parasailing Other (please specify) 			