



MERC

MINING EMERGENCY RESPONSE

COMPETITION

2022 COMPETITION GUIDELINES

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Approved by MERC Organising Committee
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Official guidelines for the 2022 Mining Emergency Response Competition.

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Table of Contents

1.	INTRODUCTION	3
1.1	Fitness for Work.....	3
2.	COMPETITION VALUES	3
3.	NOMINATION CRITERIA	3
4.	INSURANCE AND LIABILITIES	4
4.1	Competing of Teams.....	4
4.2	EVENT TEAMS	5
5.	EVENTS	5
6.	TEAM COMPETENCY AND FITNESS	5
7.	EQUIPMENT STANDARDS AND REQUIREMENTS	6
8.	EVENT SPECIFIC EQUIPMENT (See 2022 PPE and Equipment List document)	6
9.	PPE CLOTHING	7
9.1	COMPETING TEAMS.....	7
9.2	CHIEF ADJUDICATORS, EVENT ADJUDICATORS AND CASUALTIES	7
9.3	NON-PARTICIPANTS AND NON-MINING VISITORS ENTERING	8
10.	ROLES AND RESPONSIBILITIES.....	8
10.1	TEAM STRUCTURE	8
10.2	CHIEF ADJUDICATORS.....	9
10.3	EVENT MANAGERS.....	9
10.4	ADJUDICATORS	11
10.5	CHIEF SCORER AND ASSISTANT SCORERS.....	12
10.6	CASUALTIES.....	12
10.7	MARSHALS	12
10.8	TEAM REPRESENTATIVES ON MERC COMMITTEE	13
11.	ACCIDENT/INCIDENT MANAGEMENT PROCESS	13

1. INTRODUCTION

1.1 Fitness for Work

The Competition Guidelines were developed to provide a set of recognised standards to enable mine sites and regions to plan, organise and conduct emergency response competitions using a uniform approach. Significant benefits are derived from the implementation of a common set of guidelines, including universality within Western Australia, the interchange of teams between regions, standard scoring and adjudication processes and common expectations by competing teams. The score sheets and other material included in the Appendix are a guide only and may vary depending upon the scenario, environment and expected outcomes.

A COVID-19 Plan has been created for MERC. This document has been developed based on guidelines provided by Australian government agencies and industry best practice. A copy of MERC's COVID-19 Plan will be distributed prior to the event.

2. COMPETITION VALUES

Continuous Upskilling

MERC believes that in an emergency situation you do not rise to the occasion but rather sink to the level of your training. This is why we continue to push the envelope on the level of emergency intervention preparedness of the teams through our courses and educational offering.

Training Through Competition

MERC simulates the pressure of a real-life emergency situation through competition, testing the abilities of individuals and teams to perform against deadlines in well structured, safe and consciously designed scenarios that foster collaboration and teamwork.

Prevention Effectiveness

MERC adheres to the old sage that an ounce of prevention is worth a pound of cure by developing and promoting safety techniques that help avoid an emergency altogether.

Community Engagement

MERC believes that business and local communities are partners in keeping each other safe. As such, we are helping forge and strengthen mutually beneficial connections between resource sector companies and the communities in which they operate.

3. NOMINATION CRITERIA

The nomination criteria detailed below is applied to all teams undertaking emergency response competitions or challenges.

For the MERC Competition, the following nomination criteria apply:

- 3.1 Nominations to be received by the nomination deadline.
- 3.2 The nomination fee purchase order is to be provided at the time of the nomination. However, the payment is only processed when the team nomination is confirmed.
- 3.3 Teams must comply with the insurance and liabilities requirements as detailed on page 3.
- 3.4 Individual drug and alcohol tests for each competing team member must be completed and submitted to MERC Committee prior to the competition. Mediscreen will send out instructions and test kits prior to the competition weekend for completion by the teams. The MERC drug and alcohol policy must be adhered to for all Competitors, Sponsors and Volunteers.
- 3.5 Accepted teams may withdraw from the competition, but the following rules apply:
- 3.6 Up to six weeks prior to the competition, the nomination fee will be refunded.
- 3.7 Less than six weeks prior to the competition the Organising Committee reserves the right to retain all or a portion of the nomination fee. The decision of the Committee will be final.
- 3.8 Teams are requested not to book airfares or accommodation until notified in writing of their acceptance into the competition.
- 3.9 The Committee reserves the right to cancel the competition without notice due to any unforeseen circumstances that renders it impossible to conduct or to continue to conduct the competition. In such a case, the Committee will accept no responsibility for travel, accommodation or any other costs incurred by teams or individuals.

3.10 COVID 19 DISCLAIMER

MERC will take reasonable precautions, and follow any guidelines provided by Australian Government Agencies, regarding COVID-19. Should MERC be cancelled or postponed, due to unforeseen circumstances, a full refund of the nomination fee is not guaranteed.

The committee reserves the right to require a mandatory COVID test prior to the commencement of the event. Failure to submit for testing or failure to declare a negative result will disqualify the individual from participation.

The decisions of the Committee Executive are final.

4. INSURANCE AND LIABILITIES

4.1 Competing of Teams

Companies must ensure that team members:

- Are individually covered by their company's Workers Compensation and Public Liability insurance.
- Sign the 2022 Team Member Disclaimer and Indemnity form (see appendix 1) verifying the medical and physical fitness, and training and competency of each team member to the requirements of the Emergency Management for

Western Australian mines – Code of Practice. A copy can be found at the following link:

http://www.dmp.wa.gov.au/Documents/Safety/MSH_COP_EmergencyManagement.pdf

- Liability insurance for the following, where applicable, is also recommended:
 - Equipment and clothing
 - Visitors on site
 - Travel to and from the competition and events
 - Refund of fees and refunds in the case of cancellation of the competition

4.2 EVENT TEAMS

All event team members, including adjudicators and casualties must:

- Be individually covered by their company's Workers Compensation and Public Liability insurance.
- Have signed the MERC Competition 'Team Members Disclaimer and Indemnity Statement'.

Please note, the MERC also has public liability and volunteer insurance.

5. EVENTS

- First Aid
- Fire Fighting
- Hazardous Materials
- Vertical Rescue
- Confined Space Rescue
- Road Crash Rescue
- ERT Readiness

6. TEAM COMPETENCY AND FITNESS

Emergency Response Team members must be trained and deemed competent in each of the emergency response disciplines to be undertaken in a competition. Competency can be achieved by either internal or external training and, as a minimum guide, be based on nationally recognised competency standards for Emergency Response.

Team members must be medically and physically fit to undertake the emergency response disciplines associated with the competition.

All team members participating in a MERC Competition must be covered by their company's Public Liability and Workers Compensation Insurance whilst attending the competition. Teams presenting with equipment that is not compliant with Australian standards will be stood down from that particular event. Points are to be deducted for team members not

complying with standards e.g. poorly fitting masks, facial hair etc. The non-compliant individual may be stood aside and not permitted to participate in the relevant event.

7. EQUIPMENT STANDARDS AND REQUIREMENTS

- 7.1** All equipment used by teams in the competition must have been checked and serviced in accordance with the current Australian standards and manufacturer's recommendations. All equipment must be within statutory test dates, including cylinders.
- 7.2** All equipment, particularly rope rescue equipment, must be operated within its specified safe working load and/or slip rating. All equipment may be subject to random inspections by the Chief Adjudicators. Any equipment that is deemed unsafe by the Event Manager will be eliminated and an out-of-service tag attached to it.
- 7.3** A list of equipment required by teams for each event during the competition will be communicated to teams in the final Information Pack sent no later than eight weeks prior to the competition. If any team cannot supply their own equipment, they should notify the MERC Committee immediately.
- 7.4** The Committee recommends that Team Managers evaluate the requirements of their respective mine sites in regard to equipment required for the competition and ensure that provisions are made to ensure site-specific Emergency Preparedness Plans compliance during the competition. This may be achieved through Mutual Aid agreements or temporary acquisition.
- 7.5** All equipment should be clearly marked with the company and team name. Each team will be responsible for the security of their equipment. The MERC Committee will not accept any responsibility for equipment that is lost, stolen, damaged or misplaced.
- 7.6** Each team is responsible for providing their own equipment as specified in the 'Final Information' distributed to teams approximately four weeks prior to the competition.

8. EVENT SPECIFIC EQUIPMENT (See 2022 PPE and Equipment List document)

Open Circuit Breathing Apparatus

Each team is to provide at least six sets of Compressed Air Breathing Apparatus with cylinders and a spare cylinder for each. The Committee will provide a staffed refilling station for BA cylinders.

Road Crash Rescue

Vehicle extrication equipment will be supplied for this event. However, teams have the option of using their own equipment.

Vertical Rescue

All teams are requested to supply their own vertical rescue harnesses. Equipment and techniques used are expected to be compliant with Australian Standards and the current Code of Practice "Prevention of Falls at Workplaces (2004)."

Vertical rescue is one of the most hazardous and technical forms of rescue activity. With this in mind and based on the Risk Assessment conducted for the competition and each of the events, a secondary safety line must be utilised for lifting and lowering of any personnel including manikins.

Fire Fighting and First Aid

All basic firefighting equipment will be provided, with the exception of Breathing Apparatus. Teams are permitted to bring and use their own equipment.

The contents of a team's medical kit are entirely up to each team. The kit should be capable of handling multiple casualties with varying injuries.

All team members should be competent in performing first aid to a level of HLT21015 Certificate II in Medical Service First Response or equivalent. This level of competence also extends to any first aid component that may form an element of any other scenario.

Hazardous Materials

All teams must provide HazMat suits, breathing apparatus etc. Disposable suits are acceptable for use in the competition; however, it is still expected that sealing (taping) protocols will be followed and any accidental tears will be treated as contamination breaches.

Confined Space Rescue

Specific equipment will typically involve minimum rope equipment and open circuit breathing apparatus.

Team Safety

The adjudication of a team's safety performance has a generic format and is based on the Duty of Care legislation.

9. PPE CLOTHING

Each team is responsible for the provision of PPE and clothing for its team and company observers. All PPE must comply with the relevant Australian Standards and be commensurate with the requirements of the particular event.

The following PPE is mandatory for teams entering competitions. If the appropriate PPE is not worn, the team will not be permitted to participate in the event.

9.1 COMPETING TEAMS

- See 2022 PPE and Equipment List document

9.2 CHIEF ADJUDICATORS, EVENT ADJUDICATORS AND CASUALTIES

- The risk assessment process for each scenario must identify the types of PPE and protective clothing required to be worn by all event personnel.
- Chief Adjudicators, Event Adjudicators and other event personnel must comply with any event-specific PPE or protective clothing requirements.
- In general, unless a particular scenario calls for it, casualties are not required to wear PPE. However, this must be thoroughly covered within the

risk assessment process to ensure that casualties are not potentially exposed to an unacceptable level of risk during the event.

- All event personnel, except those playing the part of a casualty, must wear an 'Event Official' vest at all times.
- Firefighting BA is required for any adjudicator close to fire fighting

9.3 NON-PARTICIPANTS AND NON-MINING VISITORS ENTERING

- PPE not applicable to visitors to Langley park as it is a public area.

10. ROLES AND RESPONSIBILITIES

10.1 TEAM STRUCTURE

Team structure is suggested as follows:

- 1 Team Manager
- 1 Team Captain (must remain the same for ALL SCENARIOS)
- 4 ERT members (MERC encourages teams to include members who have not been to MERC before)
- 1 Medic (should remain consistent throughout)
- 1 Reserve

It is suggested teams should comprise of volunteer emergency responders with the exception of the Team Manager.

All team members must be trained to Cert II level First Aid or equivalent.

Competing Teams

A final Information Pack will be distributed to all teams approximately four weeks prior to the competition. In addition to the pre-requisites stated in Section 6 'Team Competency & Fitness' all team members will adhere to the following:

- Comply in full with the instructions received during the team induction by the Chief Adjudicators.
- Not observe other teams participating in an event prior to your team's participation.
- Not listen to the debriefs of other teams
- Team Managers or ER Coordinator are not to coach their team whilst the team is participating in an event. If this occurs, the team's score will be marked down accordingly.
- All team members will comply with the MERC's Drug and Alcohol Policy.
- Abide by their obligations under 'Duty of Care'.
- Ensure they report for all events as per the schedule.
- Follow the instructions given by adjudicators prior to and during each event.
- Report all accidents or incidents immediately to their Captain or Team Manager and ensure that the Event Manager has been notified.
- Assist Organising Committee representatives, where applicable, in any accident investigation process.

- Behave in a responsible manner throughout the competition, including social functions. Inappropriate alcohol-induced behaviour and the removal of sponsor's banners or table centerpieces may result in the individual or team being excluded from participating in future competitions. Likewise, any individual or team found to have tampered with another team's equipment will be banned from participating in competitions

10.2 CHIEF ADJUDICATORS

The Committee will select the Chief Adjudicators. A suggested structure for the team is three Chief Adjudicators. The Chief Adjudicators must have a professional background in Emergency Response and a minimum of five years scenario adjudicating experience at previous competitions and as a minimum meet the same criteria as Event Managers and Adjudicators. The Chief Adjudicators are responsible for:

- The coordination of all Event Managers.
- Ensuring that all submitted scenarios, score sheets and event risk assessments are scrutinised, endorsed and amended where applicable prior to the commencement of the competition.
- Ensuring that Event Managers conduct a 'dry run' of their event and the event adheres to the prescribed Event Risk Assessment.
- The delivery of a clear and concise briefing to Event Managers prior to the commencement of the competition.
- Providing Event Managers with adequate information to ensure the essential points covered at the event team induction are available for those unable to attend the induction.
- Conducting regular in-person checks of all scenarios throughout the course of the competition, consulting with Event Managers on the status.
- Quantifying that all adjudicators conduct themselves in a professional manner for the duration of the competition.
- Implementing all facets of the Accident/Incident Procedure as stated in Section 12 - Accident/Incident Process.
- The resolution of any issues relating to briefing, adjudication and assessment.
- After an Event Management Adjudicating Team has conferred during or after an event the decision may be made to amend a team's score based on information received from other adjudicators. Once score sheets have been submitted to the Chief Adjudicators, if there is a request by an Event Manager to alter score sheets, the following process will be adhered to:
 - The Event Manager must prove due cause as to why the alteration is required and this must be substantiated by the event section adjudicator.
 - The final agreed outcome and process must be documented.

10.3 EVENT MANAGERS

Event Managers are selected by the MERC Committee and ideally are working directly in the resources industry. Wherever possible no more than two event managers will represent the same parent company and no more than two representatives from the same mine site or company should adjudicate in the same event.

Volunteering as an Event Manager involves considerable time and effort. It is therefore essential that potential event managers check with their immediate company supervisors prior to making this commitment.

RESPONSIBILITIES OF THE EVENT MANAGER:

PART A

- Use the available scenario template provided by the MERC committee:
- Develop a scenario to suit the event in the allocated time frame. A database of past scenarios is available from the MERC Committee.
- Submit an explanation of the scenario, the objectives and 'expected outcomes.
- Conduct a Captains Brief of the scenario, the objectives and expected outcomes.
- Conduct an event risk assessment.

PART B

Complete score sheets and adapt the score sheets to reflect the importance of the exercise within the scenario:

- Points are to be allocated according to the worth of the exercise/action.
- Each section must add up to 100 points.
- Sections of the scoring sheet are not to be altered from the standard template.
- The Team Safety section is not to be altered.
- All other sections can be scored as the Event Manager decides, but the majority of points are to be allocated to what the actual task involves.

PARTS A and B must be completed and submitted to the Chief Adjudicator no less than twelve weeks prior to the competition.

- Submit a list of equipment required by teams to the Chief Adjudicator no less than four weeks prior to the competition.
- Set up the event and perform a 'dry run' of the scenario to ensure it is safe and achievable and to verify validity of the endorsed Event Risk Assessment. As the general public may be observing the events, create an appropriate viewing area in the overall development of the scenario.
- Distribute 'Event Official' vests to event personnel and ensure their return.
- Attend the 'Event Managers briefing to Team Captains' immediately prior to the competition to answer questions and provide any special instructions for the teams.
- Provide event location maps at the briefing.
- Ensure teams start events on time.
- At the commencement of the event, provide a clear succinct briefing to teams, including a snapshot of the logistics and details on how the event manager envisages the outcome of the scenario.
- Reinforce to adjudicators that points are to be deducted for team members who present themselves and their equipment that is not compliant with Australian standards e.g. poorly fitting masks, facial hair etc. The non-compliant individual may be stood aside and not permitted to participate in the relevant event.

- To ensure the safety of the participating team, not to change their technique or the way the team participates in the event. It is not the role of the Event Manager or Adjudicators to coach a team during an event. If a team does not do well, the forum for feedback is the team de-briefing session.
- Immediately report any problems encountered with the running of the event to the Chief Adjudicators.
- Check calculations of scores from the score sheets.
- Check, sign and submit score sheets on time to the master control point.
- Report any changes or alterations to score sheets to the event office.
- All event managers must report to the Chief Adjudicator as soon as practicable after the last team completes their event each day. Strategies, scores, team rankings and other issues are discussed and the time frame to achieve this is critical.
- Report all accidents or incidents to Chief Adjudicators as soon as practicable.
- Initiate an investigation into the accident/incident, using site specific forms where applicable. (Appendix 2: Injury/Accident Report Form)

10.4 ADJUDICATORS

The MERC Committee must ensure event adjudicators have approved qualifications and the appropriate skill set for the event they are judging.

- First Aid event adjudicators must have Advanced First Aid skills and must be competent and experienced in performing first aid the level being adjudicated or equivalent.
- Adjudicators assessing the first aid component of any other scenario must also be competent as detailed in above.
- Adjudicators must remain objective and maintain professional conduct at all times during an event, ensuring their behaviour is not distracting to the competing team.
- Initial briefings to each team by the Event Manager and/or Adjudicators must be clear and concise and should not differ between teams.
- All questions must be answered as clearly and unambiguously as possible.
- All event de-briefings shall be objective and constructive as possible and take no longer than one – two minutes each.
- All scoring shall be within the requirements of the score sheet and shall be clear and legible. All sections of the score sheet must be completed. A score will be placed in every box regardless of the outcome – e.g. '0' if task not undertaken, or full marks if task completed i.e. 5, 10, etc.
- A brief explanation is to be included in the comments section of the score sheet in every instance that points are deducted, regardless of how minor. Comments must be in keeping with the actual score as teams must receive constructive feedback in relation to why points were deducted.
- At any point if an adjudicator of an event believes that the team is acting in an unsafe manner, they must halt the event, advise the team of their actions and have the team correct the unsafe actions. If the team fails to comply

with the adjudicator's request the adjudicator may, if warranted, stop and disqualify the team from the event.

- Report all accidents/incidents to the Event Manager as soon as practicable and assist in the investigation if required.

10.5 CHIEF SCORER AND ASSISTANT SCORERS

- Scorers are to check all score sheets to ensure that every score box has a mark allocated. Check the adding and total score. Event Managers are to ensure score sheets are correct before submitting them to the Chief Scorer for input.
- Any score sheet that is not completed correctly will be passed to the Chief Adjudicators to be returned to the event manager to rectify and return the score sheet to scorers. Event Managers are to sign off on all score sheets at the end of each day.

10.6 CASUALTIES

- All casualties must be 18 years or over and be familiar with the scenario.
- All injuries/actions relating to the casualties must be consistent for all competing teams.
- Casualties must remain objective and offer no input during the event briefing.
- At any point if the casualty believes that they are being put in an unsafe situation they must notify an adjudicator of the event. The event will then be stopped, and the team advised that their actions are unsafe, and they must rectify their action. This is to be done without actual assistance being provided to the team.
- On certain occasions casualties will be required to be 'made-up' with simulated injuries and this may involve the use of fake blood. Old clothing is recommended, or disposable overalls may be provided at the Event Manager's discretion.
- Casualties must act in a manner prescribed by the Event Manager and pay due care and attention to the safety and wellbeing of competing team members.
- A casualty's condition may improve, stabilise or deteriorate depending upon the type of treatment provided during the event. The first aid adjudicator will determine this.
- All event de-briefings from casualties shall be as objective and constructive as possible.

10.7 MARSHALS

- Must accompany their designated team to and from each event.
- Ensure that each team is on time.
- Ensure that their designated team does not observe any event in which they have not yet participated.
- Coordinate team mustering and transport.
- May happen to be a representative of a competing team. If so, they must ensure they remain impartial and not convey competition information to their

own team. Failure to comply with this may lead to loss of points or disqualification of their own team.

10.8 TEAM REPRESENTATIVES ON MERC COMMITTEE

Pre-MERC

- Attend MERC Committee meetings as required
- Review and provide feedback on Team Information Pack Documents:
 - MERC Guidelines
 - PPE and Equipment List
 - Disclaimer and Indemnity Form
 - Injury / Incident Report Form
- Assist Committee with equipment resourcing and sponsorship
- Provide suggestions for skills stations based on the most beneficial training and development outcomes
- Assist with development of the Event Schedule and grounds layout map
- Assist with suggestions to improve the overall team experience of MERC

Event weekend

- Attend the event and associated functions across the weekend 26 – 28 November 2022
- Attend Chief Adjudicators' address to all Team Managers and Captains, prior to competition commencing, ensuring an understanding of all expectations for the weekend
- Liaise with Team Managers to ensure Chief Adjudicators' expectations are complied with, and any issues are communicated back to the Chiefs and/or the Committee Chairman
- Intermittently check in with each team throughout the weekend
- Be available to speak to visiting guests (as requested by the Committee)
- Post MERC 2022, contact each Team Manager for feedback on the event and compile report for presentation to the Committee

11. ACCIDENT/INCIDENT MANAGEMENT PROCESS

Duty of Care legislation dictates that all accidents and incidents must be reported. All personnel involved in the competition have an obligation to ensure that they comply with this requirement. To assist in monitoring this process an Injury Incident Report Form is to be maintained by the MERC Committee and made available to Event Managers who formulated the Event Risk Assessment (see Appendix 2).

Individual requirements have been stipulated for each scenario. In addition to those requirements the following process must be adhered to following any accident or incident:

- The event manager will, in consultation with the Chief Adjudicators, coordinate the investigation process.
- There is a need to highlight the process for a competition not held on a mine site.

The Injury Incident Report Form is to be updated by the Chief Adjudicators.

APPENDIX 1


**2022 TEAM MEMBER DISCLAIMER
 AND INDEMNITY STATEMENT**

Team name:	
Company name:	

Each team member to complete.

Having read the disclaimer and indemnity statement below I:

Acknowledge that participating in the Mining Emergency Response Competition (MERC) 2022 may be a hazardous activity and that I participate at my own risk*. Participation involves the real possibility of injury, including any injuries related to or resulting from pre-existing injuries or medical conditions. (* In nominating for the Mining Emergency Response Competition 2022, your company has agreed that its employees, who participate, are covered by the company's insurance whilst attending the [MERC](#));

Affirm that I am physically and medically fit to compete in this [Competition](#);

If I suffer from a pre-existing medical disease or condition, I have advised the organisers of all personal medical and other details that may be relevant to my [participation](#);

Consent to receive medical treatment in the event of any injury accident or illness as a result of the participation in the [Competition](#);

Agree to the rules and the regulations of the Competition stipulated by the organisers and that the rules and regulations, at the [organisers](#) absolute discretion, may be varied without prior notification;

Agree to the free use of my name, personal details and associated media (photographs, appearances or interviews);

Release Paull and Warner Resources Pty Ltd, its officers, employees, agents or volunteers from all liability for personal injury, death, property damage or financial loss; loss arising out of or in connection with the MERC, including loss arising out of or in connection with any negligent act or omission, breach of duty or default by the Paull and Warner Resources Pty Ltd, its officers, employees, agents or [volunteers](#);

Indemnify and continue to indemnify Paull and Warner Resources Pty Ltd, its officers, employees, agents or volunteers in respect of any claim against Paull and Warner Resources Pty Ltd, its officers, employees, agents or volunteers arising out of or in connection with my participation in the [MERC](#);

Acknowledge that my agreement to the paragraphs above is a condition of entry to the MERC by [me](#);

Acknowledge that I am aged 18 years or more and that I have read and understood the conditions above and I agree to enter the MERC subject to those conditions.

I (name):			
Of (address):			
Being an employee of:			
Signature:		Date:	
In the presence of:		Signature of witness:	

Please upload your form via the [Team Portal](#) by Friday, 4 November 2022.

APPENDIX 2


INJURY / INCIDENT REPORT

To be completed by the Event Manager or the Chief Adjudicator in the event of an injury or incident occurring during the course of the MERC (Mine Emergency Response Competition)

Name or person involved:	Date:
Team name:	Company:
Team Mgr. name:	Phone:
Scenario involved:	Location:
Event Mgr.:	Phone:
Incident reported to:	Role:

TYPE OF INCIDENT
<input type="checkbox"/> Near miss <input type="checkbox"/> Equip/prop damage <input type="checkbox"/> First aid <input type="checkbox"/> Medical treatment
Describe the incident in detail:
Immediate action to control the situation:
Immediate cause of the incident:
Basic or root causes:
<input type="checkbox"/> Scenario environment <input type="checkbox"/> Actions of people <input type="checkbox"/> Equipment used <input type="checkbox"/> Competency level
<input type="checkbox"/> Risk scenario completed for the scenario
<input type="checkbox"/> Control measures implemented for the hazards identified
<input type="checkbox"/> Team Manager made aware of potential hazards involved in the scenario and the risks associated with those hazards


INJURY / INCIDENT REPORT

RECOMMENDED PREVENTATIVE ACTIONS			
#	Description	Responsibility	Completion date
1			
2			
3			
4			
5			

ADDITIONAL COMMENTS

COMMENTS FROM PERSON(S) INVOLVED IN THE INCIDENT


INJURY / INCIDENT REPORT

Follow up of injured parties required the next day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Copy of this report given to Team Manager?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Causal DOA test required	<input type="checkbox"/> Yes	<input type="checkbox"/> No

COMMENTS

Person involved:	Signature:	Date:
Event manager:	Signature:	Date:
Chief Adjudicator:	Signature:	Date:
MERC Chairman:	Signature:	Date: