# 72 Hour Bus Incident Investigation Report

Hover over the highlighted text to see the definition

### Incident details

|  |  |  |  |
| --- | --- | --- | --- |
| Incident date |  | BIMD reference no. |  |
| Incident time |  | Incident suburb |  |
| Incident street |  |
| Incident cross street |  |
| Incident type | Choose an item. |
| Highest level injury | Choose an item.  | See explanations of fatality, serious, minor, nil  |
| Damage level: | Choose an item.  | See definitions of significant, minor, nil |

|  |
| --- |
| Brief incident description (approx. 150 words max.):  |
| Brief damage description: |

Operator details

|  |  |  |  |
| --- | --- | --- | --- |
| Company reporting |  | Other company involved |  |
| Accreditation number |  | Service type: Choose an item.  |

### Vehicle details

|  |  |  |  |
| --- | --- | --- | --- |
| Registration number |  | Registration usage code | Choose an item. |
| Chassis manufacturer |  | Chassis Model |  |
| Body Manufacturer |  | Body model |  |
| Year manufactured |  | Depot |  |
| Fuel type:  |
| Number of passengers aboard at time of incident/accident |  |

### Emergency services / OTSI details

|  |  |  |  |
| --- | --- | --- | --- |
| Emergency services notified | Yes [ ]  No [ ]   | Police attendance | Yes [ ]  No [ ]   |
| NSW Fire & Rescue attendance | Yes [ ]  No [ ]   | Ambulance attendance | Yes [ ]  No [ ]   |
| OTSI notified (1800 677 766) | Yes [ ]  No [ ]   | OTSI contact person |  |

### School children’s details

|  |  |  |  |
| --- | --- | --- | --- |
| School children aboard | Yes [ ]  No [ ]   | Name of school/s |  |
| No. of students aboard |  | No. of students injured |  |

Investigation analysis

|  |  |
| --- | --- |
| **Investigation facts:**  | Record the key events and actions, leading up to, and those which occurred as a result of the incident/accident, in chronological order. Include the time of the event or action. |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
| 9 |  |
| 9 |  |
| 10 | Right click to insert additional rows |
| **Did any of the following areas contribute to the incident or require improvement action/s following the incident?**  |
| **People** (e.g. skills, competence, ability, records, rostering, task demands, time pressure, medical, drugs, alcohol, etc.) |
|  |
| **Environment** (e.g. weather, noise, visibility, road design, markings, etc.) |
|  |
| **Equipment** (e.g. layout, seating, bus design features, bus construction, maintenance, etc.)  |
|   |
| **Procedures** (e.g. procedures, instructions, rules, regulations, post-incident inspection etc.) |
|  |
| **Organisation** (e.g. culture - safety behaviours, commitment to safety, business as usual practices, etc.) |
|  |
| **Other** |
|  |
| Please emailthis report to OTSI: **transport.safety@otsi.nsw.gov.au**within **72 hours** of request |
| Report prepared by: | Report forwarded by:  |
| Date:  | Date:  |
| Phone:  | Phone:  |