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| **PASSENGER ACCIDENT - ANALYSIS & EVALUATION** | | Report No. (e.g. DIA/001/00/P)       /P |
| **PRIVATE & CONFIDENTIAL - FOR THE ATTENTION OF COMPANY SOLICITORS** | | |
| INSTRUCTIONS FOR COMPLETING SAF13E   1. SAF13E is to be completed by the Safety Officer. 2. The completed form is to be distributed as follows :   ORIGINAL - Safety Department, the Company  COPY - Ship's File   1. The Report is to be dispatched within two weeks.   ALL ENTRIES ARE TO BE MADE IN LEGIBLE BLOCK CAPITALS OR TYPED. | | |
| Give a brief factual account of the occurrence and any other relevant details. | | |
| What immediate action was taken after the hazardous occurrence? | | |
| Analysis (of the probable causes) of the occurrence. Have there been any occurrences of a similar nature, if so, give details? | | |
| Evaluation (of the risk that a similar accident could recur) and conclusions (lessons to be learnt). | | |
| Recommendations (to prevent a recurrence) and actions taken. | | |
| Remarks | | |
| Safety Officer’s Name | Master’s Name | |
| Signature | Signature | |