|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 事件日期 | | {event\_date} | | 事件人員 | | {employee\_name} | |
| 事件地點 | | {event\_location} | | 事件列車 | | {train\_number} | |
| 事件發生時間/事件發生地點/事件略述/故排流程 | | | | | | | |
| {incident\_cause} | | | | | | | |
| 資料來源 | {data\_source} | | | | | | |
| 由事件人員自述  1.事情發生原因  2.事情處理經過流程 | {incident\_process} | | | | | | |
| 事件人員簽章 |  | | | | | | |
| 值班人員簽章 |  | | | | | | |
| 值班人員 建議及檢討 | {improvement\_suggestion} | | | | | | |
|  | 考核項目: | | {assessment\_item} | | 加扣分: | | {assessment\_score} |
| 主管簽章 |  | | | | | | |
| 主管裁示 |  | | | | | | |