

Incident Report Form

Use this form to report witnessed violations of, or inconsistencies with, regulations by diving boats, diving and snorkelling operators, diving instructors, dive guides, divers or snorkellers. In your report, be specific about the violations/inconsistencies (reference the "Regulations for diving centers", "Guidelines for instructors and dive guides" and the "Regulations for divers and snorkellers"). List only personally witnessed, firsthand accounts rather than hearsay or rumour. Supply as much information as is possible, and if you do not have the information requested, indicated N/A.

Print out this paper and send/fax it to the HEPCA office:

P.O. Box 144, Hurghada, Red Sea, Egypt

Phone: 0020 - 65 - 44 66 74

Fax: 0020 - 65 - 44 50 35

Opening Hours: Saturday to Thursday 9:00 - 17:00

General Information:

Divesite/Location: _____

Date: _____

Time: _____

Involved Party Information / Alleged Violator:

Name of violator (if known):

Occupation
(e.g. diveguide/boatcaptain): _____

Diving/Snorkelling Operation: _____

Boat Name: _____

Incident Classification (Check all that apply):

Anchoring on reef

Abuse of mooring rope

- | | | | |
|-----------------------------------|--------------------------|------------------------------------|--------------------------|
| Standing/sitting on corals | <input type="checkbox"/> | Dump of toilet paper in sea | <input type="checkbox"/> |
| Breaking corals | <input type="checkbox"/> | Dump of waste/garbage | <input type="checkbox"/> |
| Removal of corals | <input type="checkbox"/> | Fish feeding | <input type="checkbox"/> |
| Fishing on divesite | <input type="checkbox"/> | Disturbance of marine live | <input type="checkbox"/> |
| Spear fishing | <input type="checkbox"/> | Others | <input type="checkbox"/> |

**Witnessed Violation (please specify):
Please describe your personal observations:**

I certify that I have personally observed the above described incident on the specific date, time and location, and that the above report is true and correct to the best of my knowledge:

	Name:	Nationality:	Passport No.:	e-mail contact:
1	_____	_____	_____	_____
2	_____	_____	_____	_____

3 _____
4 _____
5 _____
6 _____
7 _____
8 _____
9 _____

Ethical standards require that members shall report in writing to the HEPCA office all violations of regulations and guidelines of the Protected Areas (law 102) observed. In compliance with the HEPCA Quality Assurance Procedures, your name will not be disclosed to the reported individual or to any member outside the HEPCA Quality Assurance Committee, unless the matter is scheduled for a formal ethic hearing. Formal hearings are very rare and only occur when a member wishes to dispute a Quality Assurance action taken against them.

Thank you for helping HEPCA in preserving our environment!

If you have any questions regarding this form or procedures, please contact the HEPCA office.