

rour name.	Did you receive first aid or other medical attention? ☐Yes ☐ No				
Today's date:	Has this incident been reported to the police or security? ☐ Yes ☐ No ☐ Don't know				
Workplace branch or location:	If available: Police file #				
Witness information (names and contact numbers):					
The incident					
Date of incident:					
Time of incident:					
Where did the incident happen (for example, the sales counter, stockroom, or hallway)?					
What type of incident was it (for example, verbal abuse, physical threat, pushing, slapping, or robbery)?					
Describe what happened. Include factors that led up to the incident.					
Describe the offender:					
□ Male □ Female Age: Height: Weight: C	Complexion: Offender's name (if known):				
Any other information (for example, accent, hair colour, skin colour, tattoos, clothing, or footwear):					
	,				