RISK & RESPONSIBILITY OFFICE
INTERNATIONAL CENTRE
QUEEN'S UNIVERSITY

YEAR END EMERGENCY /INCIDENT REPORT

ACADEMIC YEAR 20xx-xx

DATE	FILE #	PROGRAM	DEATH	INJURY	ILLNESS	OTHER	COMMENTS	FOLLOW-UP	FOLLOW-UP RESPONSIBILITY
Emergency Protocol Triggered									

DATE	FILE #	PROGRAM	DEATH	INJURY	ILLNESS	OTHER	COMMENTS	FOLLOW-UP	FOLLOW-UP RESPONSIBILITY
Email Direct and Non-Direct Impact									
1.	Travel Warning						**Eg. India - Earthquake**		
2.	*								
3.	*								
4.	*								
5.	*								
6.	*								