



Accident & Incident Report Form

Site:	<i>ABC Hotel</i>	Reference:	<i>200914001</i>
--------------	------------------	-------------------	------------------

Incident Type	<i>Trespass</i>	Date:	<i>20/09/2014</i>	Time:	<i>22.30 app.</i>
----------------------	-----------------	--------------	-------------------	--------------	-------------------

Security Operative 1	<i>John Smith</i>	Security Operative 2	
Security Operative 3		Security Operative 4	
Manager on Duty	<i>Paul Kelly</i>	Garda/EMT:	<i>N/A</i>

Customer Details

Surname:	<i>Unknown</i>	First Name:	
Address:			
Date of Birth:		Telephone:	

Accident/Incident Details

Accident/Incident Summary	<i>Male removed from the premises for trespass. Aggressive behaviour during removal.</i>
Injury Details	<i>None</i>

Treatment Details (if applicable)

First Aider:	<i>N/A</i>	Role:	
Treatment Given	<i>N/A</i>		
Further Advice	<i>N/A</i>		

Please insert any witness details or further relevant information here

<i>N/A</i>

Customer signature:	<i>N/A</i>	Date:	
Security signature:	<i>John Smith</i>	Date:	<i>20/09/2014</i>
Management review:	<i>Paul Kelly</i>	Date:	<i>20/09/2014</i>



Please provide full details of the accident or incident below including any witness statements. Attach further pages if required. Please attach any sketches, photographs or video footage of the accident or incident to this form if applicable. **(This page is for company use only and should not be viewed by or given to the customer at the time of the incident)**

My name is John Smith and I am a professional security operative employed by Elite Security. On Friday 20.09.2014 at approximately 22.30 I was on duty in the ABC Hotel, Main Street, Dublin 1. I was positioned in the bar and I was patrolling the stage area at this time. I was approached by the night manager Paul Kelly who informed me that a male was acting aggressively in the seated area of the bar approximately 10 metres to my left. I requested Paul Kelly to accompany me to the area.

In the bar area I observed a male (MALE 1 - IC1, approximately 20-25 years old, medium build, 5 feet 10 inches, brown hair, wearing blue jeans, a red shirt and black shoes) in the seated area shouting at other patrons. I could not see any other people with the male so I approached MALE 1 and identified myself as a security operative from the venue. I asked MALE 1 to accompany me to the lobby where we could have a conversation about what was happening. MALE 1 refused and was becoming louder and appeared more aggressive. I asked MALE 1 why he was shouting and he told me to "mind my own business". I informed MALE 1 that I was trying to help him but if he continued to behave in such a way he would be asked to leave. MALE 1 walked away from me and continued to shout. I again approached MALE 1 and at this point I asked him to leave the venue as his behaviour was unacceptable. MALE 1 refused to leave so I informed that as per venue policy if he refused to leave he would be regarded as a trespasser and he may be removed or the Gardai may be called. I informed MALE 1 that if he agreed to walk with me to the door I would assist him in getting a taxi. MALE 1 again refused to leave. I consulted night Manager Paul Kelly and informed him of the situation. He informed me that he would like MALE 1 removed from the premises. I returned to MALE 1 and informed him that he was again being asked to leave and if he refused he would be regarded as a trespasser and would be escorted from the hotel. I confirmed with MALE 1 that he was refusing to leave. The male continued to gesture and speak aggressively towards me and I felt my safety and the safety of other patrons was at risk from this male. Using reasonable force, I applied a standard industry control technique to the male's right arm. This was necessary at that time to protect me from injury while escorting the male and was proportionate to the risk of injury I felt at that time.

I escorted MALE 1 to the exit and led him outside. Outside of the venue I released MALE 1 once it was safe to do so. He continued to shout aggressively towards me. I informed MALE 1 that if he did not leave the area Gardai would be called. MALE 1 left the area and walked in the direction of Side Street. I monitored the male from my position at the door until he was a safe distance I then returned to my position in the bar area.

I hereby declare that the statements and information contained in and attached to this form are accurate, truthful and complete, to the best of my knowledge and belief.

Security signature:	<i>John Smith</i>	Date:	<i>21/09/2014</i>
Management review:	<i>Paul Kelly</i>	Date:	<i>21/09/2014</i>



Security Operative