**ANNUAL STATION ACTIVITY REPORT**

*Type over the grey area and use the TAB key to move from box to box.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Station Name:** |  | **Station No:** |  |
| **Activity Period:** | From 1 January to 31 December | **Year:** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Type** | | | **Total** |
| **Incidents Logged** | | | |  |
| Reported or other serious incidents | Reported incidents: | NCI Initiated | |  |
|  | NCI Involved | |  |
| Other serious incidents logged with: | MRCC or SAR | |  |
|  | Police | |  |
|  | Fire | |  |
|  | Ambulance | |  |
|  | Wildlife organisations | |  |
|  | Other agencies | |  |
| **Vessels and Craft Logged** | | | |  |
|  | Commercial | | |  |
| Leisure | | |  |
| Military and Military Auxiliaries | | |  |
| RNLI, FPV, UKBA, Harbour Patrols, etc. | | |  |
| **Communications** | | | |  |
| These figures should refer to use during incidents or exercises only, not to comms checks | Channel 0 use | | |  |
| Other VHF Channel use | | |  |
| Call Connect use | | |  |
| Phone calls in/out: | | MRCC or SAR |  |
|  | | Police |  |
|  | | Fire |  |
|  | | Ambulance |  |
| **Watchkeeping** |  | | |  |
| Please record number of watchkeeper hours | Days station open | | |  |
| Hours - single watchkeeper | | |  |
| Hours - more than one watchkeeper (hours x watchkeepers) | | |  |
| Total watchkeeper hours | | |  |
| **Staff** |  | | |  |
| As at the year end | Watchkeepers (any status, grade or type, except trainees) | | |  |
| Trainee Watchkeepers | | |  |
| Others in support, including regular fundraisers | | |  |
| Number of watchkeepers holding VHF SRC Certificates | | |  |
| Number holding only NCI VHF Operator’s Licenses | | |  |
| Any other significant facts:  eg date DFS achieved or reassessed |  | | |  |
|
| **Submitted by:** |  | | |  |
|
| **Date:** |  | | |  |

*This information is used in the NCI Annual Report and for national publicity and promotional purposes  
Thank you for your assistance and contribution.*

*Please return this form as soon as possible after the year-end to: general.secretary@nci.org.uk*

11/11