**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*

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