



INCIDENT REPORT TEMPLATE

INCIDENT INFORMATION

NAME OF COMPLAINANT/S WITH TITLE/ROLE/YEAR LEVEL AND COURSE: *If anonymous, please write anonymous	
ALLEGED VIOLATION: *Check the appropriate violation	a. Sexual Harassment including catcalling, wolf whistling and other prohibited acts enumerated under RA 11313 or the Bawal Bastos Law; b. Bullying; c. Smoking/Vaping (including possession of cigarettes/vape); d. Defamation (slander, libel, cyberlibel); e. Drinking of Alcoholic Beverage (including possession of alcoholic drinks); f. Others: _____
DATE, TIME, LOCATION OF INCIDENT:	DATE: TIME: LOCATION:
PERSON/S INVOLVED/RESPONDENTS:	
WITNESSES: *Optional	
Explanation of Circumstances	

The undersigned certifies that the above-mentioned details are true and correct to the best of my knowledge and belief.

SIGNATURE OVER PRINTED NAME OF COMPLAINANT