

# Stowaway Incident Close-Out Report

## General Information

Date of Report

Ship Name

IMO Number

Voyage Number

## Incident Details

Date Stowaway Discovered

Location Discovered (Port/At Sea)

Circumstances of Discovery

## Stowaway Information

Number of Stowaways

Identity/Description

## Actions Taken

Actions Taken by Crew

Authorities Notified

Outcome

Disembarkation Details

Final Status of Stowaway(s)

Preventive Measures

Measures Taken to Prevent Recurrence

Remarks

Additional Comments

Prepared By (Name/Rank)

Approved By (Name/Rank)