

INCIDENT INVESTIGATION

Case No. 123456789		Date: 2023-10-27	
Location: 123 Main St, New York, NY		Time: 14:30	
Incident Type: Fire		Status: Closed	
Investigator: John Doe		Supervisor: Jane Smith	
Description: Fire in kitchen area, extinguished by fire department.		Cause: Gas stove left on.	
Witnesses: None		Damage: Minor	
Action Taken: Fire extinguisher used, fire department called.		Prevention: Fire safety training.	
Remarks: Fire extinguisher was used to extinguish the fire.		Signature: [Signature]	

Case No. 987654321		Date: 2023-10-28	
Location: 456 Elm St, New York, NY		Time: 09:15	
Incident Type: Theft		Status: Open	
Investigator: Jane Smith		Supervisor: John Doe	
Description: Theft of cash register, amount \$500.		Cause: Unsecured cash register.	
Witnesses: None		Damage: None	
Action Taken: Police notified, cash register replaced.		Prevention: Security camera installed.	
Remarks: Cash register was found empty.		Signature: [Signature]	