

Monthly Incident Reports

To create the incident report flip charts, it is suggested that the following pages be printed on card stock, cut in half and assembled in the order below. If possible, bind the top edge and attach to an upright structure so that all members of the group can reference. If this is not feasible, half page cards may instead be stacked to the side of the board game in the appropriate order.

Quarter 1

January
February
March

Quarter 2

April
May
June

Quarter 3

July
August
September

Quarter 4

October
November
December

MONTHLY INCIDENT REPORTS

Quarter 1

Starting Financial Information

Fish Units (Representing 1,000 lbs.): \$5,000 each
Experienced Employee Salary: \$12,000 quarterly
Inexperienced Employee Salary: \$8,000 quarterly
Temporary Employee Salary: \$5,000 month

Production Ratio

MORALE PRODUCTION RATIO		
Quarter 1	Units of Fish 3 : 1 Employee	
Future Quarters	Employees Sick or Injured Last Quarter	Production Ratio This Quarter
	0-1	5 : 1
	2-4	4 : 1
	5-7	3 : 1
	8-10	2 : 1
	11-13	1 : 1

MONTHLY INCIDENT REPORTS

January

Incident Report

Sales Office: 1 incident
Warehouse: 1 incident
Fishing Boat: 1 incident

Steps to play this Round

- 1) Pull cards
- 2) Adjust Staffing
- 3) Move Fish
- 4) Record
- 5) Return eligible staff for next month

MONTHLY INCIDENT REPORTS

February

Incident Report

Sales Office:	1 incident
Warehouse:	2 incidents
Fishing Boat:	1 incident

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

March

Incident Report

Sales Office:	0 incidents
Warehouse:	1 incident
Fishing Boat:	2 incident

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

Quarter 2

Financial Information

Fish Units (Representing 1,000 lbs.): \$5,000 each
Experienced Employee Salary: \$12,000 quarterly
Inexperienced Employee Salary: \$8,000 quarterly
Temporary Employee Salary: \$5,000 month

Management Decisions

- 1) Complete Quarter 1 financial report
- 2) Make new health and safety investments, if desired
- 3) Adjust staffing, if desired (max. 6 total in each department)
- 4) Adjust Production Ratio based on staff morale (below)

Production Ratio

MORALE PRODUCTION RATIO	
Employees Sick or Injured Last Quarter	Production Ratio This Quarter
0-2	5 : 1
3-5	4 : 1
6-8	3 : 1
9-11	2 : 1
12 or more	1 : 1

MONTHLY INCIDENT REPORTS

April

Incident Report

Sales Office: 1 incident
Warehouse: 1 incident
Fishing Boat: 2 incidents

Steps to play this round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

May

Incident Report

Sales Office:	1 incident
Warehouse:	2 incidents
Fishing Boat:	2 incidents

Steps to play this round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

June

Incident Report

Sales Office:	0 incidents
Warehouse:	1 incident
Fishing Boat:	1 incident

Steps to play this round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

Quarter 3

Financial Information

Fish Units (Representing 1,000 lbs.): \$5,000 each
Experienced Employee Salary: \$12,000 quarterly
Inexperienced Employee Salary: \$8,000 quarterly
Temporary Employee Salary: \$5,000 month

Management Decisions

- 1) Complete Quarter 2 financial report
- 2) Make new health and safety investments, if desired
- 3) Adjust staffing, if desired (max. 6 total in each department)
- 4) Adjust Production Ratio based on staff morale (below)

Production Ratio

MORALE PRODUCTION RATIO	
Employees Sick or Injured Last Quarter	Production Ratio This Quarter
0-2	5 : 1
3-5	4 : 1
6-8	3 : 1
9-11	2 : 1
12 or more	1 : 1

MONTHLY INCIDENT REPORTS

July

Incident Report

Sales Office: 1 incident
Warehouse: 2 incidents
Fishing Boat: 2 incidents

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

August

Incident Report

Sales Office:	1 incident
Warehouse:	2 incidents
Fishing Boat:	2 incidents

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

September

Incident Report

Sales Office:	1 incident
Warehouse:	1 incident
Fishing Boat:	3 incidents

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

Quarter 4

Financial Information

Fish Units (Representing 1,000 lbs.): \$5,000 each
Experienced Employee Salary: \$12,000 quarterly
Inexperienced Employee Salary: \$8,000 quarterly
Temporary Employee Salary: \$5,000 month

Management Decisions

- 1) Complete Quarter 3 financial report
- 2) Make new health and safety investments, if desired
- 3) Adjust staffing, if desired (max. 6 total in each department)
- 4) Adjust Production Ratio based on staff morale (below)

Production Ratio

MORALE PRODUCTION RATIO	
Employees Sick or Injured Last Quarter	Production Ratio This Quarter
0-2	5 : 1
3-5	4 : 1
6-8	3 : 1
9-11	2 : 1
12 or more	1 : 1

MONTHLY INCIDENT REPORTS

October

Incident Report

Sales Office: 0 incidents
Warehouse: 2 incidents
Fishing Boat: 2 incidents

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

November

Incident Report

Sales Office:	2 incidents
Warehouse:	1 incident
Fishing Boat:	3 incidents

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

MONTHLY INCIDENT REPORTS

December

Incident Report

Sales Office:	1 incident
Warehouse:	2 incidents
Fishing Boat:	1 incident

Steps to play this Round

- 1) *Pull cards*
- 2) *Adjust Staffing*
- 3) *Move Fish*
- 4) *Record*
- 5) *Return eligible staff for next month*

Finish financial analysis for the year