

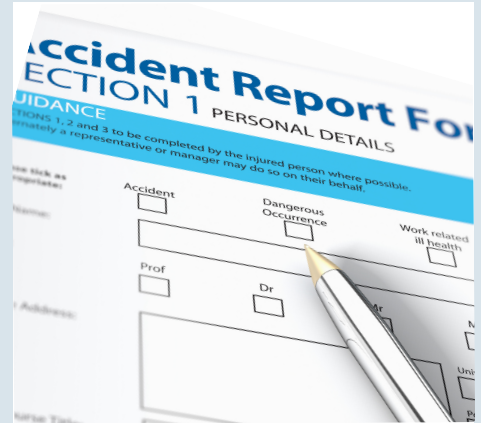
Accident Reporting & Investigation

Preparation: Have you ensured a serene environment, devoid of disturbances? Are your presentation materials readily accessible?

Rationale: The aim is to underscore the significance of meticulous accident investigation and immediate reporting.

Justification: Understanding the root causes of accidents and analyzing their ramifications can aid in preventing their recurrence.

Overview: This presentation will address the procedures for reporting and recording accidents.



Accident Reporting

- Health and safety law requires that the following types of accident are reported to the HSE:
 - Fatalities and major accidents.
 - Injuries resulting in more than 3 days off work or inability to carry on with normal work.
 - Dangerous occurrences.
- By receiving such accident reports the HSE can establish accident trends, highlight areas of weakness and effectively target preventative measures.
- All persons on site must ensure that all accidents, no matter how minor, are recorded in the site Accident Book.
- In the future you may want to establish a link between a current health problem and a previous accident to claim compensation.
- Accidents to members of the public arising out of site activities must also be reported.

Q: What action should you take if you witness an accident to another person?

Q: Why is it important that all accidents are recorded in the Accident Book?

COMMENTS

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Accident Reporting & Investigation

Accident Investigation

- Your employer has a duty to thoroughly investigate all accidents to establish the cause and prevent recurrence.
- The HSE will also investigate fatalities and other serious accidents.
- If you are involved in an investigation:
 - Listen carefully to the questions and remain calm.
 - State honestly what you saw or heard.
 - Do not be afraid to say when you do not know an answer.
- Remember that the reason for the investigation is to prevent the accident happening again.

Q: Who should be informed in your company if an accident has just occurred?

Q: Why is it important that you fully co-operate with someone who is carrying out an investigation into an accident?

Do you have any questions for me?

NOTE TO SUPERVISOR:

Now inform those present of the location of the Accident Book and the company procedure for recording and investigating accidents.

Sources

<https://www.hse.gov.uk/pubns/indg453.htm>

https://www.spservices.co.uk/item/AccidentBookBI510_8_0_17_1.html

COMMENTS