

MANN Construction Ltd

Accident Action Sheet

<u>Injury</u>	<u>Action</u>	<u>Response</u>
<p>➔ Fatality</p>	<p><u>Supervisor in charge arranges:</u> Immediate - Isolate area Contact: Nick Harris 07966209291 Contact Safety Advisor 07968 515151 Call Ambulance Do not disturb Injured or scene Take names of everyone in area Take photographs</p>	<p>Immediate within 30 mins. Contact: Nick Harris 07966209291 Contact A. Day 07968 515151 Contact C Wright 07970030030 Inform Principal Contractor Await return contact. Full investigation by Safety Advisor Safety Advisor to notify HSE</p>
<p>➔ Major accident involving</p> <p>Falls Plant Electrical Lifting / Carrying</p> <p>Resulting in any below</p> <p>Broken bone Fracture Head injury Eye injury / sight loss Stitches Back Injury Burns / Scalds Dislocation Amputation*</p> <p>or Hospitalisation for 24 hrs</p>	<p><u>Supervisor in charge arranges:</u> Immediate Call Ambulance Contact Safety Advisors Do not disturb scene Do not disturb I.P. Take witness names Take photographs</p> <p>First Aid attention Call Ambulance Attend Hospital Take names of potential witness Note work being carried out Contact Safety Advisor Collect amputated item* and give to ambulance representative.</p>	<p><u>Carry out on site:</u> As soon as practicable within 2 hrs. Contact: Nick Harris 07966209291 Contact A. Day 07968 515151 Contact C Wright 07970030030 Await return contact. Await response from Safety Advisor Complete accident book entry Inform Principal Contractor</p> <p><u>Carried by Safety advisor:</u> Complete notification form Full investigation by Safety Advisor Safety Advisor to notify HSE</p>
<p>➔ Minor</p> <p>Cut - without stitches Bruising Sprain / Aches / Pains <u>note:</u> no lost time from work</p>	<p><u>Supervisor in charge arranges:</u> First Aid attention Note work being carried out Contact Safety Advisor</p>	<p><u>Carry out on site:</u> Complete accident book entry</p>
<p>➔ Absence for 2 Days or more due to accident at work</p>	<p><u>Supervisor in charge arranges:</u> First Aid attention Note work being carried out Take witness names Contact Safety Advisor</p>	<p><u>Carry out on site:</u> Notify Safety Advisor 2nd day Accident book entry Contact: Nick Harris 07966209291 Contact A. Day 07968 515151</p>
<p>➔ Absence for more than 3 days</p>	<p>(action taken previously for 2 day accident)</p>	<p><u>Carry out on site:</u> Inform Principal Contractor Full investigation by Safety Advisor Safety Advisor to notify HSE</p>
<p>➔ any Injury to a Non Employee</p>	<p><u>Supervisor in charge arranges:</u> First Aid attention Note work being carried out Take witness names Take photos Contact Safety Advisor</p>	<p><u>Carry out on site:</u> Notify immediately within 1 hrs. Accident book entry Contact: Nick Harris 07966209291 Contact A. Day 07968 515151 Await response from Safety Advisor</p>
<p>➔ Near miss - non injury event</p>	<p><u>Supervisor in charge arranges:</u> Note work being carried out Take witness names Take photos</p>	<p><u>Carry out on site:</u> Contact Safety Advisor Full investigation by Safety Advisor</p>

Note - Accident investigation carried out for ALL Employees and Non Employees
non employee = sub contractor, other trade contractor, member of public etc