

[illegible]

TOOLBOX TALK #2

Accident Reporting & Investigation

NOTES

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?

Sources [HSE - When and how we investigate](#); [Investigating accidents and incidents - HSE](#) [Accident investigation - HSE](#)

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

For more information

Call: +44(0) 1206 396446
Email: sales@vitalgrp.co.uk
vitalgrp.co.uk