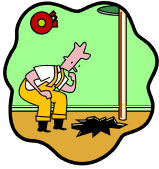





## GUIDELINES FOR ACCIDENTS/INCIDENTS

The following table is a guide for what action is required when different incidents /accidents occur

<p>Accidents / incidents that have the potential to cause injury.</p>		<p>Notify your Supervisor immediately. Record on an Incident/Investigation Report Form.</p>
<p>Accidents that require medical attention.</p>		<p>Notify your Supervisor immediately. Complete an Incident/Investigation Report Form. Record on Injury register.</p>
<p>Accidents resulting in serious bodily injury, e.g. work-caused illness, a dangerous event or more than 4 days off work.</p>		<p>Notify your Supervisor immediately. Complete an Incident/Investigation Report Form. Record on Injury register.</p> <p>Within 24 hours of the event, notify the Division of Workplace Health and Safety by means of the prescribed format <i>Notification of Serious Bodily Injury, Work-Related Illness or Dangerous Event</i>.</p>
<p>If a death occurs at work.</p>		<p>Notify the Police immediately. Notify the Chief Executive of the Division of Workplace Health and Safety by telephone.</p> <p>Do not disturb the scene of the accident except to save life or prevent further injury. Complete documentation.</p>

# ACCIDENTS/INCIDENTS