

## Construction Safety Guidelines No. 2

## Accident Investigation & Reporting

		
<p><b>PROCEED TO THE LOCATION OF ACCIDENT</b></p>	<p><b>CALL AMBULANCE / FIRE BRIGADE</b></p>	<p><b>INFORM RELEVANT PEOPLE</b></p>
<ul style="list-style-type: none"> <li>Immediately proceed to the location of an accident as soon as you receive the information / call.</li> <li>Assess the situation.</li> <li>Find out the type of emergency.</li> <li>Check out if anyone is injured.</li> <li>If minor injury provide first aid.</li> </ul>	<ul style="list-style-type: none"> <li>Do not panic.</li> <li>Call the concerned emergency services if accident is serious.</li> <li>Police - 999</li> <li>Ambulance - 998</li> <li>Fire brigade - 997</li> </ul> <p>Except for Jebel Ali Free Zone</p> <ul style="list-style-type: none"> <li>For an emergency at Jebel Ali Free Zone area, please call and inform on <b>04 8833111</b>.</li> </ul>	<ul style="list-style-type: none"> <li>Inform relevant Project /Construction Manager.</li> <li>Inform relevant EHS Manager / Engineer.</li> <li>Ensure that all the reportable accidents / diseases as described under EHS guidelines point no 10.1 &amp; 10.3 are reported to EHS.</li> </ul>
		
<p><b>CORDON OFF THE AREA</b></p>	<p><b>COLLECT EVIDENCE &amp; INVESTIGATE</b></p>	<p><b>REPORT TO EHS</b></p>
<ul style="list-style-type: none"> <li>Cordon off the accident area by using PVC tape &amp; cones.</li> <li>Do not allow unauthorized access.</li> <li>Ensure that the scene of the accident is not disturbed until full investigation has been completed.</li> </ul>	<ul style="list-style-type: none"> <li>Collect evidence before it is moved or altered.</li> <li>Take necessary photographs.</li> <li>Speak to eyewitnesses and collect facts.</li> <li>Note down the time and other details as necessary.</li> <li>Report facts to ensure rumors &amp; false information are not spread.</li> </ul>	<ul style="list-style-type: none"> <li>Report the accident to EHS, PCFC with Form no: <b>SCF-07a</b> within 24 hours of the accident.</li> <li>If the worker is absent from work for more than 3 days than it will be termed as reportable accident.</li> <li>Do not hide any accident or information.</li> <li>Fax no of EHS is <b>04 8813105</b> and Email id is <a href="mailto:ehs.construction@trakhees.ae">ehs.construction@trakhees.ae</a></li> </ul>