

# Monthly Safety Theme for March

## Accident Prevention, Accident Reporting & Safety Behaviours



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# Statistics 2008 -2009



During the reporting period 2008 -2009

- 180 Workers killed in the UK
- 131,895 Reportable Injuries under RIDDOR of which 27,594 Serious Injuries
- 246,000 Non Reportable (Under 3 days)
- 29.3 Million working days lost



# Common Accidents in the Office Type Environment



- Slips, Trip and Falls
- Manual Handling
- Electrical Accidents
- Traffic Accidents

# Slips, Trips and Falls



- Poor flooring conditions
- Wet surfaces
- Trailing cables
- Insufficient lighting in the workplace
- Walking around the office reading
- Falling down stairs
- Tripping up stairs
- Ice in car parks / paths



# Manual Handling



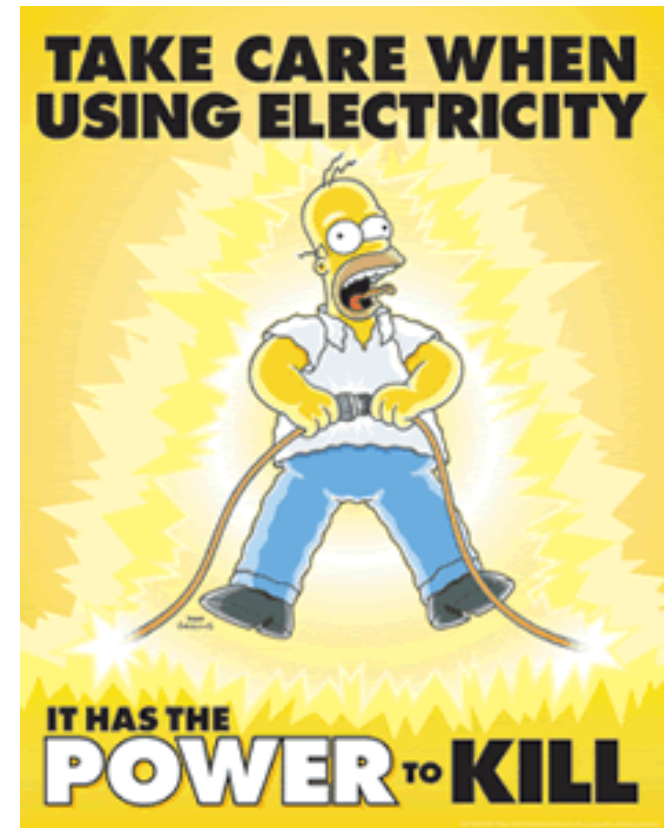
- Do not manual handle over long distances
- Do not twist, stoop or reach upwards when carrying
- Do not use strenuous pushing or pulling movements
- Do not carry anything if the load is unstable or difficult to grasp
- Use lifting / carrying aids where possible
- Always use the 6 point lifting technique



# Electrical Safety



- All electrical equipment is to be appropriate for the job and well maintained
- Ensure equipment is fused or has safety cut out devices (RCD's)
- Do not tamper with electrical equipment
- User checks on PC's
- Report any frayed or loose wires



# Road Traffic Accidents



- Pedestrians keep to the paths
- Use crossing points at all times
- Ensure the drivers have seen you before you cross
- Drivers look out for pedestrians when reversing
- Pedestrians look out for reversing cars
- Take care when walking in car parks
- Drivers obey speed limits
- Do not use mobile phones when driving

# Accident Reporting



**All** accidents, incidents and near misses are to be reported.

These are to be reported through Admin Team and then through to SHEQual.

The procedure and forms are on Knet.

**HSP 001 Accident and Incident Reporting**

Admin Team will point you in the right direction.





# Safety Behaviours



- Do not take chances at work or cut corners to get the job done quickly
- Use the correct equipment for the job
- Follow safety rules
- Wear PPE when required
- Don't ignore potential safety Issues
- Report unsafe acts
- Be proactive in all SHEQual issues



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