



## Health & Safety Top Tips

### Reporting Accidents

#### Reporting accidents

If someone you employ, or who is working on your site, has an accident or work-related illness, make sure that you:

- **Notify the Incident Contact Centre immediately if the accident is fatal or involves a major injury, such as a fracture, amputation or loss of sight.**
  
- **Report any work-related accident which results in more than three days off work.**
  
- **Report a case of occupational ill health when you receive a report of a diagnosed work-related illness.**
  
- **If a member of the public is killed or sent to hospital as a result of an accident on your site, then you should notify that too.**