



# Accident Reporting

Good accident reporting can help to increase safety at work and this programme is an essential guide, explaining what should be reported and why.

It's designed for everyone to use and has been approved by IIRSM and accredited by CPD for your reassurance. Work towards compliance with RIDDOR 2013 with our IIRSM Approved Accident Reporting Training.



This Accident Reporting Training programme is designed for everyone to use. It explains what accident reporting is, why it's important and what could be included in a report.

It ensures that everyone in your workplace knows how to complete a clear and concise accident report if they're involved in an accident or incident at work.

It explains how good accident reporting can increase safety at work and it includes a downloadable Accident Report Form which can be used in your workplace for reporting accidents and incidents.

## COURSE CONTENTS

The course covers the following three elements:

- The background of accident reporting
- What should be recorded?
- Reporting an accident.

SHAPING THE WAY BUSINESSES OPERATE



**Pentagon**  
ASSURANCE

## WHAT RESULTS CAN I EXPECT?

- Learn how to fill out an accident report form, understanding everything that needs to be included (Free accident report form included).
- Learn which incidents and accidents must be reported.
- Learn about RIDDOR 2013 and your responsibilities under it.



## WHAT DOES THE BUSINESS GET?

Reporting accidents is a vital process for any and all workplaces for two crucial reasons: Firstly, by recording accidents, employers are able to identify the causes of injuries and illnesses and take steps to remove or control them. After all, a healthy workforce is a productive workforce.

Secondly, reporting accidents is a legal requirement. The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations require employers to report any workplace injuries and illnesses, failure to do so can lead to a prison sentence and an unlimited fine – not to mention the impact on an organisation's reputation for ignoring safety legislation.

**T** +44 (0) 191 481 3490

**M** 07973 686 727

**E** [barrycooper@pentagonassurance.com](mailto:barrycooper@pentagonassurance.com)

**W** [www.pentagonassurance.com](http://www.pentagonassurance.com)

**A** One Trinity Green,  
Eldon Street,  
South Shields,  
Tyne & Wear  
NE33 1SA



North East England  
Chamber of Commerce



SHAPING THE WAY BUSINESSES OPERATE



**Pentagon**  
ASSURANCE