



Accidents!



If you have an accident at work

Provided you have received or do not need first aid

- ⇒ Report it to your line manager as soon as possible
- ⇒ Ensure that it is recorded on the Reporting system (ERICA) - this is your legal right
- ⇒ Check the details for accuracy yourself
- ⇒ Ensure you get a copy of the accident report
- ⇒ Identify any witnesses and record their details
- ⇒ If possible take relevant pictures - mobile phone is better than nothing
- ⇒ Ring the DWP Benefits agency and ask for a form BI00 to record the accident as an 'Industrial Accident' Tel: 01977 464111
- ⇒ If you believe your accident was the fault of someone other than you call the CWU Branch office and request a 'claim' form LS3 (**CWU Members only**)
- ⇒ If you require any more information either contact the Branch office on 01274 744493—or
- ⇒ Mick Gledhill — Area Safety Rep, as above or Mobile: 07881 648868 or mickgledhill1958@hotmail.co.uk

Failing to report an accident could cost you your job!

All accidents no matter how minor the injury should be reported