HEALTH and SAFETY.

Accident Reporting.

Following on from the recent H & S meeting we have decided to change the routine for reporting accidents.

As from the 1st of October a new procedure will be introduced.

From this date any accident must be reported to your TEAM LEADER as soon as possible, at the same time a copy of your report should be forwarded to Ruth Evans who will be the custodian of the ‘accident book’.

All reporting should be, as far as possible, made by electronic mail, but failing this a letter/phone call to your Team Leader and Ruth will suffice.

The existing accident books at Settle and Appleby will be withdrawn from this date.

The Health & Safety team.

Ruth Evans contact details

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