

Distribution

Date Distributed

For Immediate Direct Communication

Type of incident

Project Name of person reporting the incident

Tel No

Date of incident Time of incident

E,H&S Liability: (x in the relevant box) Statutory Contractual Reputation Nil

Employing company Trade/Profession

Nature of incident/injury

Details of incident

Immediate actions taken

Site made safe – area fenced off, signage erected.
Coal Authority contacted.
Scottish Gas Networks attended site (precautionary measure to confirm the location of their main was 56m away)
Investigation ongoing.



(insert project name) undertook the following action
in response to this report