

Event & Hazard Reporting Policy

Industrial Recruitment Partners (IRP) is committed:

- To comply with the requirements of legislation and to maintain an effective accident/incident monitoring and hazard identification and control system.
- To ensure prompt reporting and investigation of all events (incidents/accidents) and hazards by the host supervisor or person in charge of the work area and the employee. IRP recognises that good investigation is an effective proactive measure in the prevention of work-related injury or illness. It is not designed however to apportion blame on any individual or group.
- To ensure consultation between IRP, the employee and the host client and any other involved parties and prompt action to prevent recurrence and control hazards.
- To ensure compilation and periodic review of accident statistics to determine accident trends and identify work areas of concern.
- To ensure provision of instruction and training for staff in accident/incident investigation and hazard identification and risk controls.

As part of this policy, all IRP employees, contractors and visitors are responsible for the initial report of work place events and hazards. Our employees are obliged to immediately report to the client supervisor and IRP, any work process both physical and/or environmental that is thought to be hazardous.

An IRP Event/Hazard report form should be completed with a representative of IRP. The hazard should also be reported to the person(s) in the following shift. If IRP candidates observe another employee using an unsafe method of performing a job or if the unsafe behaviour continues, our candidates are empowered to and indeed, are legally obliged to report the act to their supervisor and an IRP representative immediately.



Peter Spark

Director

16th January, 2023

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