



SUBJECT: New Rules on reporting work related injuries and incidents

RECIPIENTS: All Council Services (including schools)

ISSUE DATE: REF:

March 2012

HSB13

IMPORTANT CHANGES TO CURRENT REGULATORY REQUIREMENTS

The Reporting of Injuries, Diseases & Dangerous Occurrences (RIDDOR)

The Health and Safety Executive (HSE) has announced that from 6th April 2012, RIDDOR's over 3 day injury reporting requirement will change. From then the trigger point will increase from over 3 days' to over 7 days' incapacitation (not counting the day on which the accident happened). Over 3 day injuries will still need to be recorded internally within the Council using the on-line accident reporting form (PO3) but are NOT reportable to the HSE until they hit the new over 7 day trigger. Incapacitation means that the worker is absent or is unable to do work that they would reasonably be expected to do as part of their normal work.

The deadline by which the over seven day injury must be reported to the HSE will increase from 10 days to 15 days from the day of the accident.

The current G4 – Reporting of Work Related Injuries/Incidents and Cases of Ill health Policy has been amended to reflect the changes to legislation. Further details can be found [insert link to G4 on LCC connects]

For further information and guidance on the proposed changes and new requirements please see [L73 \(fourth edition\) A guide to RIDDOR 95](#)

Related H&S Bulletins: New on-line RIDDOR reporting system [HSB6](#)

If you require further assistance or clarification on the subject please contact:

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