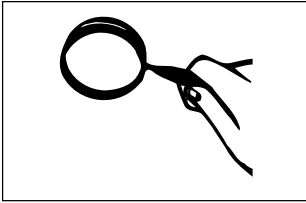


SAFETY ANSWER BOOK



ACCIDENT INVESTIGATION Requirements Summary

The types of items a kit may contain include:

- Barricade tape,
- Camera and film,
- Clipboard and notebook,
- Pens and pencils,
- Measuring tape,
- Identification tags,
- Large envelopes, and
- Gloves (both work gloves and surgical gloves).

Respond to the accident scene

Take control of the scene — The initial responders must delegate responsibilities and direct activity at the scene, while mentally preparing to conduct the investigation.

Tend to the injured — Follow company emergency procedures to summon help and assist the injured until emergency personnel arrive.

Notify appropriate managers — Notify management of the accident, the status of the injured, and the status of production in the area of the accident.

Control the accident scene

To reduce interference with rescue workers and the investigation, direct employees to go back to work. Use tape or barriers to block off the area. Check power switches that need to be turned off, and look for other hazards that may continue to cause damage, such as chemical leaks or exposed live wires.

Identify and preserve evidence

Label and mark the accident scene to warn other employees to stay away from the area while the accident is being investigated. Don't allow anyone to move equipment or other items. Record the names of people in the areas that witnessed the incident.