

Do you know how and when to report a near miss?



Consistent near miss reporting plays a big part in keeping our Health and Safety incident numbers low. But do you know what's classed as a near miss incident, and would you know how to report it?

The HSE describes a near miss incidents as an event that doesn't cause harm, but has the potential to cause injury or ill health. In other words, it's those close calls where nobody was hurt, but next time we may not be so lucky.

Reporting near misses gives us a chance to learn from these events and put appropriate measures in place to prevent something more serious happening.

We all have a part to play, whether that's by spotting these events and reporting them, or taking action to rectify the issue and prevent it happening again.

What counts as a near miss?

- Overloaded electrical sockets, perhaps from staff putting a kettle, heater/ fan, toaster and phone charger on one electrical socket
- Unsecured electrical wiring, which is often connected to the previous example
- Any building/contents defect that could endanger someone, like a desk or chair collapsing, or a ceiling collapsing in an area where one of our guards is on patrol
- Failing to wear PPE where the risk assessment mandates that PPE needs to be worn

How do I report a near miss?

Please be vigilant and proactive when it comes to reporting near misses. As well as rectifying the issue and informing the client, please complete the GUK accident & near miss form, which you'll find in the documents section on the Employee Portal. Send it to the Compliance Manager along with any photos taken, and if you have any questions at all please contact your Contract Manager.

