



# POLICE FEDERATION OF ENGLAND AND WALES

## HEALTH & SAFETY INFORMATION SHEET

The Police Federation of England and Wales has designed this Health and Safety Information Sheet (HSIS) to improve the PFEW response to Health and Safety issues affecting its members whilst helping to provide the PFEW with further information in relation to workplace Health and Safety issues.

This HSIS must be completed in all cases where a member has been involved in a Health and Safety incident and legal proceedings and/or legal advice or representation may be required.

### 1. Member's Details

Name  Rank  Male/Female

Ethnic Classification (use 16 point classification code)

Contact address

Postcode

Telephone  Email  Force

Nature of Injury

How did the injury occur?

### 2. Representative's Details

Name  Contact Tel No.

Contact address

Postcode

Email

### 3. Representative to Complete

Was a Risk Assessment conducted prior to the incident? .....  Yes  No

If YES, where is a copy retained?

Has an Accident Investigation been undertaken? .....  Yes  No

If YES, where is the report retained?

If NO, give reason

Result of Investigation (to include remedial action taken)

Have any similar incidents taken place on the BCU/OCU/Dept etc? .....  Yes  No

If YES, give brief details (include date and location)

Has a BI 100A Industrial Injury Form been completed? .....  Yes  No

Has a CICA claim been submitted? .....  Yes  No

### 4. JBB Health and Safety Lead to complete

Name

Contact Number

Email

Have any similar incidents taken place within the Force/Region? .....  Yes  No

If YES, give brief details (include date and location)

What steps did the Force take to prevent recurrence?

Have any similar incidents taken place within the Force/Region? .....  Yes  No

Signature ..... (H & S Lead)