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## Incident report form victoria

Please select Energy Safe Victoria to use cookies to help you get the best possible user experience. By continuing to browse this website, you consent to the use of cookies. Continue to report an electrical event, fill out our electrical incident report form or call 1800 000 922 to download the form. Note: The form is in Microsoft Word format and is downloaded to your computer. Fill in all necessary details. Save the form to your computer. Send an email or post a completed form to: [info@energysafe.vic.gov.au](mailto:info@energysafe.vic.gov.au) or Attn: Electrical Energy Safe Event Victoria PO Box 262 COLLINS STREET WEST VIC 8007 PDF download (99 kb) All events should be reported, including all injuries, work-related illnesses, first aid treatment, and especially near misses. These things should be reported without a single word, that they may seem small or significant at the time. Small incidents that occur with a single person may seem insignificant until similar incidents have occurred several times in the past, indicating serious problems that may arise with sometimes major causes. Employers should have a system to record and store reported information, both regarding reporting obligations under various laws and funding agreements, and ongoing analysis for management purposes. A summary of the key requirements for reporting incidents from Victorian OHS laws are as follows: The Accident Compensation Act 1985 requires employers to keep a register of injuries incurred in their workplace (in addition to the required registration for children). The Occupational Health and Safety Act B.E. 2547 (2004) requires employers to: collect information and records about employee health and safety (Section 22) to review workplace conditions/s. Under their control (Section 22), notify the WorkCover (WorkSafe Division) agency about serious injury/illness and dangerous events (Section 37 to 39), the report form has four types of consideration: near-miss events and hazard report forms - usually the most common forms found in most workplaces. Sometimes it is divided into two or three different forms, the registration of the injury report form. - Usually the book (under the Accident Compensation Act 1985) contains a summary of events that occur during a given period of time. This form can be used in conjunction with the Near Miss Accident and Hazard claim form - only available if an injured/sick employee submits compensation for injury or illness sustained in the incident. In these cases, employees believe that injuries/illnesses are the result of work-related activities, so they are seeking compensation for medical expenses and/or missing income event notification forms. - For use when WorkSafe Victoria needs it. Certain workplace incidents (serious injury/illness and dangerous events) must be immediately notified. This form is valid from [www.worksafe.vic.gov.au](http://www.worksafe.vic.gov.au) or by calling their hotline on (03) 9641 1444 or toll-free on 1800 136 089. Worker claims are available separately from the Post Office and from WorkSafe Victoria on (03) 9641 1444 under Section 38 of the OHS Act 2004. In addition, the Act (Section 39) requires that the area of the event be treated and undisturbed until WorkSafe Victoria inspectors arrive at the scene or have otherwise directed. Please note that references to 'individuals' regarding incidents with WorkSafe Victoria refer to any person and hence: employers who are children, family members, as well as other children who come as contractors or their personnel, including agents or employment personnel. The types of incidents known to be known for injuries at WorkSafe Victoria must be immediately notified: a person's death. A person must undergo medical attention within 48 hours after contact with the substance. A person who needs immediate treatment as a hospital patient. People require immediate medical attention for: amputation of any part of the person's body, severe head injuries, skin separation from basic tissues such as de-gloving or electroshock, shock, spinal injury, severe loss of body function. In addition to the above, employers must notify WorkSafe Victoria immediately if an incident at work has revealed a person who poses an immediate health and safety risk through: collapse, overturning, failure or malfunction or damage to any plant that the regulations impose must not be applied unless the plant is licensed or registered. Collapse or failure of excavation or any shoring support excavation Collapse or partial collapse of any part of a building or structure Explosion Escape leakage or leakage of any substance, including hazardous goods. Fall or release from the height of any plant, substance or object. Note: It is allowed to disturb the area of the event for the purpose of protecting the health and safety of the person, assisting the injured or taking the necessary action to keep the site safe to prevent further incidents. The phone number for notification to WorkSafe Victoria is 132 360 within 48 hours of having to notify WorkSafe Victoria about incidents of employer or self-employed. WorkSafe Victoria must also provide a written record of the incident. This must be done in the official form available from WorkSafe Victoria, which can be downloaded from [www.worksafe.vic.gov.au](http://www.worksafe.vic.gov.au) or requested in a copy of workSafe Victoria by calling their helpline at (03) 9641 1444 or toll-free on 1800 136 089. In the event of a death at work, the police must be notified immediately. When they notice the incident with WorkSafeVictoria, they will decide whether to investigate. If WorkSafe Victoria decides to investigate, they will send an investigator to investigate. OHS event monitoring includes monitoring the level of event reporting, investigation and follow-up corrective action. This is an important part of measuring and evaluating OHS performance. It is recommended that employers review the event at least once a year to determine whether there are certain patterns or trends that will help to isolate weaknesses in risk control measures or precautions. These can serve as the basis for the OHS initiative included in the employer's OHS improvement plan, to let us know of a confirmed COVID-19 diagnosis, the employer or self-employed should call 13 23 60, reports of a COVID-19 diagnosis that confirms all workplaces should have an injury registration. This form suggests the type of information that should be included in this register entry. Registration