

Client Procedure for Accident Report Notification

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(Operations section)

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1.0 PURPOSE:

Reporting of Accident by Clients/Contractors under TRAKHEES Jurisdiction is mandatory as per Health, Safety and Fire Regulations & Standards. The Importance in reporting of any accident/incident to the Authority of TRAKHEES is to uncover the root cause of accident/incident along with finding suitable recommendations or modification to the existing operational procedures to prevent re-occurrence of similar accidents/incidents. Failure to Report/Notify any accident/incident to EHS-Trakhees is an offence and may be liable for penalties/sanctions.

2.0 SCOPE:

- 2.1 **Minor:** Any Fire and or Industrial accidents/incidents resulting to lost time injury (LTI - injuries resulting in an absence from work / being unable to undertake normal active duties.
- 2.2 **Major:** Any Fire and or Industrial accidents, Fatal Accidents, Serious & extensive injuries such as permanent disability/amputation or resuscitation etc. Onsite release of pollutant that causes major contamination (refer to financial loss) or offsite release of pollutant to Air, Land or water ways.
- 2.3 **Near Miss & Property Damage:**

3.0 PROCEDURE:

- 3.1 **Immediate report of Accident:** Any accident/incident that may occurs at Jebel Ali Free Zone, Jebel Ali Port and Technopark areas and results in minor/major injuries, near miss or Property Damage shall necessitate the Client/Contractor to inform & report to Emergency Control Center (ECC, 24 hours manned/ambulance services) on telephone No. 04-8833111 and all BUs located outside the Jebel Ali Port shall inform and call Dubai Police (Ph: 999) and Dubai Civil Defence (Tel. 997) for immediate ambulance assistance for victim and for Civil Defence Assistance.
- 3.2 **Notification to Authority (TRAKHEES):** Client shall forward Accident Notification through TRAKHEES Online System within 24 Hours of the accident/incident.
- 3.3 **Authority Investigation:** On receipt of call from Emergency Control Centre (ECC) and/or "Initial Accident notification Report Form from the client, TRAKHEES investigation team shall carry out necessary investigations. TRAKHEES shall recommend suitable measures after finding root cause of accident/incident, to the concerned management of the company for necessary compliance/action to prevent re-occurrence of similar kind of accidents/incidents. The authority also reserves the right to impose sanctions/penalties due to nature, seriousness & cause of the accident/incident.



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4.0 APPLICABLE REGULATIONS:

4.1 Trakhees Industrial Operation Regulations

5.0 Contacts:

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