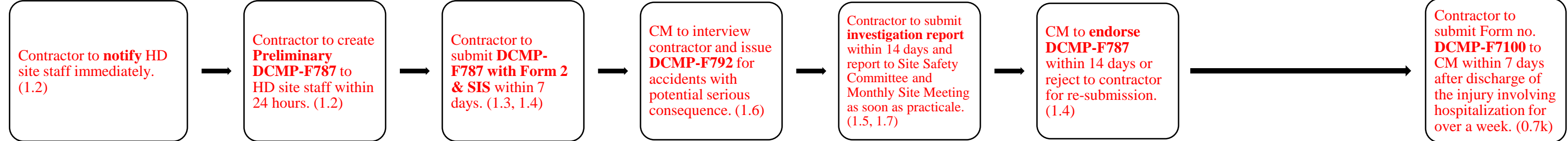
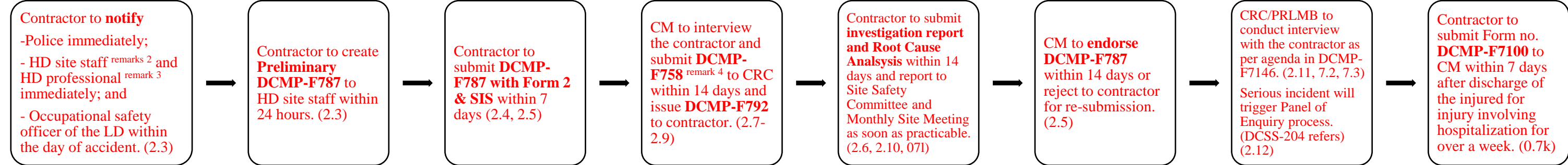


Accident/ Incident Report Flowchart [Conventional Contract]

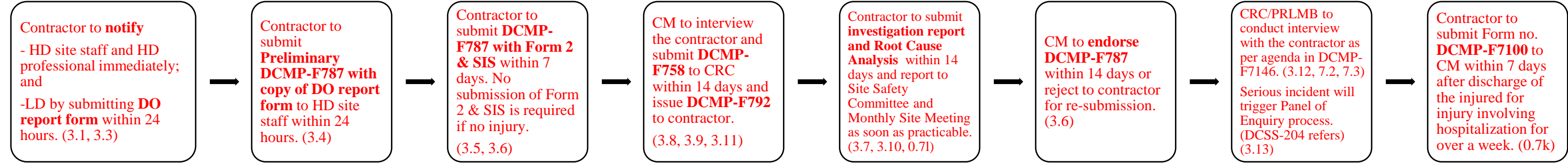
Non-serious accident



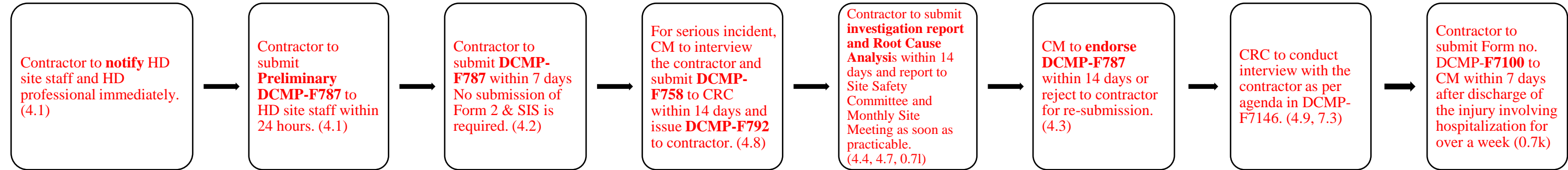
Serious incident/ fatal accident



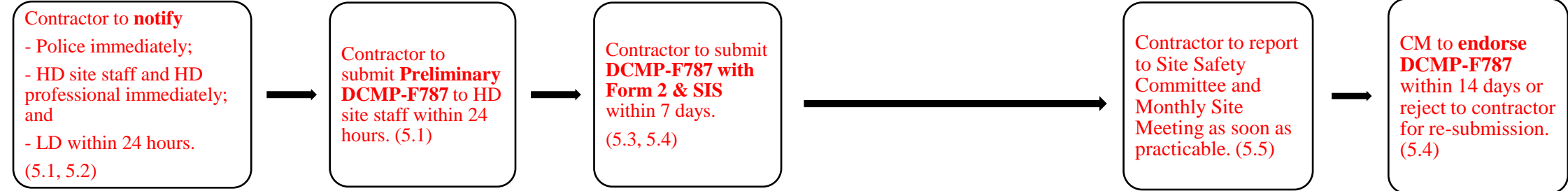
Dangerous Occurrence



Near miss/ Incident



Death (not due to industrial accident)



Abbreviations

DEVB: Development Bureau
HD: Housing Department
LD: Labour Department
CM: Contract Manager
CRC: Contractors Review Committee
Form 2: (LD Form) Notice by Employer of the Death of An Employee or of An Accident to An employee Resulting in Death or Incapacity
SIS: (LD Form) Supplementary Information on Accidents on Construction Sites
DCMP-F758: Fatal Accident/ Serious Incident Report to CRC
DCMP-F787: HA
DCMP-F7100: Injury involving prolonged hospitalization to CRC

Remarks

- The flowchart is to be read in conjunction with DCMP-F7144. The number in bracket [e.g.(1.1)] refers to the paragraph numbering in DCMP-F7144.
- HD site staff may issue Site Alert to alert the top management of HD within 2 hours of receiving notification from contractors regarding the accident/ incident. (0.13) refers. The subject CTO is required to inform the top management via mobile device within 30 minutes of receiving notification, DCSS-205 clause 7 and DCMP-F7148 refer.
- In the event of fatal accident or other accidents/ incident attracting media attention, CM shall submit the flash report. DCSS-205 clause 7 refers.
- Apart from mandatory triggers due to serious incident, CM has the liberty to trigger a report to CRC using DCMP-F758 under “others” category, as deemed appropriate.

- Serious incident means an incident involving either one or a combination of the following [with reference to DEVB Technical Circular (Works) no. 5/2023]:
 - Loss of life at a construction site;
 - Serious bodily injury at a construction site:
 - resulting in a loss or an amputation of a limb; or
 - which has caused or is likely to cause permanent total disablement to the injured.
 - Dangerous occurrence or incident at a construction site leading to or resulting in injuries that are considered serious (but not up to the extent as described in (ii) above), or damage to works or property on or adjacent to the construction site that posed a potential threat to public safety as defined/ notified by DEVB, LD or Marine Department.