Housing Authority Accident / Incident Report Form Case ID No. (A) This box to be completed by Contractor To: Contract Manager Name via HD professional and site staff Post From: Contractor (Site Agent) Signature Name Date (dd/mm/yyyy) Via: HD site staff **HD Professional** Signature Signature Name Name Post Post Date (dd/mm/yyyy) Date (dd/mm/yyyy) (B) Project Information B01 Project: B02 Contract No.: B03 Contractor: B04 Date of accident / incident : (dd/mm/yyyy) B05 Subcontractor (if applicable): B06 Type of Contract: ☐ Building \square Foundation ☐ Civil Engineering \square Demolition ☐ Building / Foundation Combined ☐ Geotechnical Engineering ☐ Term Contract# ☐ Soft Landscape ☐ Others *Term contract type is to be selected when the works is a term contract of engineering nature and cannot be classified into demolition, foundation, civil engineering or geotechnical engineering. (C) Information about the site (a) Stage of work related to the accident / incident: (can tick only one box which is most relevant to the accident / incident) C01 Earthworks / Road & Underground Services C02☐ Substructure / foundation C03 ☐ Superstructure (Building) Works C05□ Finishing C04☐ Maintenance C06 ☐ Site Clearance C07☐ Demolition C08☐ Site Formation C09 Piling / ELSW (Foundation) C10□ Others The stage of contract is closely related to the type of contract. Normally, C01 (Earthworks / Road & Underground Services Works) : civil engineering contract ; C09 (Piling / ELSW): foundation contract; C02 (Substructure / foundation), C03 (Superstructure) or C05 (finishing stage) : building contract ; C07 (Demolition) : demolition contract ; C08 (Site Formation): civil engineering contract (D) This box to be completed by HD Contract Manager To: CRC via CRC secretary Note: (Name) Trigger report to CRC for review (Post) Yes c.c. SM/SH No Senior professional SM/P4, Project SBSEs, BSE, BSI if the injured / deceased is/are building services nominated sub-contractor's employee(s) Site Agent From: Contract Manager

(dd/mm/yyyy)

Page 1 of 5 DCMP-F787 (20/01/2024)

Signature

Name: Post: Date:

(E) Categories of Accident E01 Non-serious accident			ious accident	E03	Fatal accident	
E04 Dangerous occ		5 🗌 Inci	dent / Near Miss	E06 🗌	Death of person no	ot due to industrial accident
=	ng in absence from w					
	acity due to occupation tal or clinic where the		•			
received treati		employee				
	encement of the occu	pational dis	ease:		(dd/mm/yy	yyy)
Disease suffer					(, ,	,,,,,
Type of work a	ttributed to the occup	ational dise	ase:			
The disease re	esulted in :		tem	orary incapac		ent incapacity death
Di cara i			on	4: 5 5		/mm/yyyy)
Please tick the box agains a. Form 2 / 2A / 2B	the information to be	attached o			GMP-F787 is printed g is not required.)	d:
b. SIS	□ N/A		uploaded	LD (Opioadin	g is not required.)	
c. DO report	□ N/A		uploaded			
d. Investigation report	☐ N/A		uploaded		to be subr	mitted
e. Suspension Notice	☐ N/A		uploaded			
f. Improvement Notice	☐ N/A		uploaded			
Explanatory notes:						
E01 Non-serious accident	: Reportable industria	al accident i	esulting in injury wi	h incapacity fo	or more than 3 days.	
E02 Serious accident : Se	•				•	n of a limb or which has
caused or is likely to	•		•			
E03 Fatal accident : Repo						
E04 Dangerous Occurren 1. Bursting of a revol						ase of reference:
2. Collapse or failure				•	•	wer working platform
	rs' Lifts and Tower W					
	or any part thereof (ex					
3. Explosion or fire ca			•	•		<u> </u>
4. Electrical short circ	therein and resulting i					
	nd involving its stoppa			ao, anomada b	y explosion of mo of	oddonig on doldrar
5. Explosion of a rece					mospheric pressure	of any gas or gases
	y liquid or solid result					
•	ertaking in which per		•	noor, structure	or foundation forming	ng part of the premises
7. Total or partial coll	•			a quarry.		
8. Overturning of, or	•	•			er, lorry or shovel loa	ader, or any mobile
	he handling of any su					
_		der Schedu	le 1 of Occupationa	Safety and H	ealth Ordinance (Ca	p 509) and extracted
below for ease of refe 1. The disintegration		wheel arin	dstone or arindina v	heel that is on	erated by mechanic	al nower
The collapse or fai						ai powoi.
3. An explosion or fire	that -					
, ,	to the structure of an			substance at a	workplace; and	
(b) prevents the co 4. An electrical short	ntinuation of ordinary		•			
	r associated with, an		•			
, ,	al damage to the plan	•	•			
_	, failure, explosion, fir	-			•	_
5. An explosion of a r	eceiver or container u air) or any liquid or so				n atmospheric press	ure or of any gas
6. A total or partial co	, , ,	_		U	re a workplace is loc	cated.
7. A total or partial co	•			•	. o a 110111piaco 10 100	
8. The overturning of						
. ,	nper, excavator, grad	•				
(b) a mobile machine used for the handling of any substance in a quarry. Note: lifting appliance includes crane, derrick, winch and hoist.						
E05 Incident / Near Miss i						
E06 Death of person on s				site due to oc	cupational injury or h	nealth problem need to be
reported to Labour D	•					
Sensitive privacy data of	•				•	<u> </u>
residential address, teleph				o be shown bu	it full name of the de	ceased is to be indicated.
(F) Details about the inju						
(a) Fa00 ☐ No injury(b) Fb01 Age:	☐ Inju ☐ 16-17 ☐ 18-		Decea ∫ Decea D عمد		9 🛭 60 or abov	NΑ
Fb02 Sex:		Female	20 11 30-35 11 -	0 43 🗀 30 3	5 🗀 00 01 abo	VC
Fb03 Relevant expe			rest year)	(Years)		
Fb04 Mandays the	njured / deceased ha	ıd been <u>wor</u>	king on site up to th	e date of this r	eport	(days)
Fb05 Surname of ir	•				the deceased:	
Fb06 Experience of	•	Ne√ □ Nev	•	oner		tion Workers Pasistration
(c) Occupation : (tick one b			ie designated trade 3), whenever applica		iedule i Di CONSIIUC	tion Workers Registration
Fc01 Bar bend	er / steelbender	e (Cap. 563 Fc02 □	Concretor		Fc03 □	Drainlayer
Fc04 Plumber		Fc05	Leveller		Fc06	Bamboo Scaffolder
Fc07 ☐ Carpente	r / Joiner	Fc08	Carpenter (Formy	vork)	Fc09 🗆	Metal Scaffolder
_ ·	quipment Operator	Fc11 🗌	Truck driver		Fc12 □	Rock-breaking driller
Fc13 🔲 Blacksmit	h	Fc14 🔲	General Welder		Fc15 🔲	Metal Worker
Fc16 Glazier		Fc17 🗆	Excavator		Fc18 🗆	Labourer
Fc19 Painter / I		Fc20 🗆	Plasterer		Fc21	Terrazzo & Granolithic Work
Fc22 Bricklaye		Fc23 Fc26 Fc26 Fc26 Fc26 Fc27 Fc27 Fc27 Fc27 Fc27 Fc27 Fc27 Fc27 Fc27 Fc27	Mason	mwork Erasta	Fc24 ☐	Structural Steel Welder
_	Steel Erector ion Plant Mechanic	Fc26 ☐ Fc29 ☐	Rigger / Metal For Marble Worker	IIIWOIK EFECTO	r Fc27	Asphalter (Road Construction Electrician
Fc31 Mechanic		Fc29		/ Ventilation N	lechanic Fc33 ☐	Fire Service Mechanic
	scalator Mechanic	Fc35 🗆	Cable Jointer (Po			Foreman
		_	,	•		
Fc37 🛭 Surveyor						

DCMP-F787 (20/01/2024) Page 2 of 5

(d) Status of Inju	ured / deceased : (tick in appr	ropriate box)						
Fd01 □ Fd04 □	Subcontracted worker Self employed	Fd02 □ Fd05 □	Nominated Subcontract Not employed (e.g. pub		er	Fd03 [] Di	rect labour
(e) Had the inju	red / deceased person under	gone formal tra	uining?					
Fe01 □	Yes		F	Fe02 □	No			
	ver was yes, indicate what typ	e of training ha	-	_				
Fe03	Craft training			Fe04 ∐	Green C		-	
Fe05	Silver Card Training			Fe06 □		d Trade 1	Frainin	g
Fe07 □	Induction Training	Sita Managara			Tool Box		-4. · C. ·	i O
Fe09 ☐ Fe11 ☐	Safety Training Course for S Safety and Health Supervisor	-		Fe10 □	Construc	ction Sate	ety Su	pervisor Course
(f) Hospitalizatio	on over a week : report to be s	submitted to CN	M via professional and sit	te staff up	oon discha	arge of th	ie injui	red or
certification o		Ff02 □	No			Ff03 C] То	be ascertained
Data of all			(444/22-22/2-2-	۸	la a b . a ab		- 0	- 11-4 (ICLI)
Date of ch	· · ·		(dd/mm/yyyy		Ff04			e Unit (ICU) 05 □ No
Date of dis	rtification of death		(dd/mm/yyyy (dd/mm/yyyy		F104 L	res	FI	05 LI NO
Date 01 00			(dd///////////////////////////////	,,				
g) Mandays los	st due to the accident (up to the	ne date of this r	report) Fg01					
End date f	or the reimbursement claim f	rom accident	Fg02			(dd/mm/	/yyyy)	
h) Imported La	hour of Labour Importation Se	chama for the (Construction Sector					
Fh01 \Box	bour of Labour Importation So Yes	Fh02	No Sector					
ick or fill in info	rmation as appropriate. Do n	ot leave blank.						
	ncident details	(a						
,	ne of accident / incident: (mage of property: \(\D\) Yes	e.g. 13:21)						
Gb01 🗆	cident / Incident Block	Gb02 □	Wing		Gb03 □	Baseme	ent	
Ohou D	C/F	OLOS E	Unner Deef		Char	10/		
Gb04 □	G/F	Gb05 □	Upper Roof		GDU6 L	Working	rioor	
Gb07 □	Roof	Gb08 □	External Area	_				
Gb09 □	Others (Please Specify):							
c) Detailed loca	ation on site : (tick in appropri	ate box)						
Gc01 🗆	Window opening	Gc02 🗆	External wall / Scaffold			Gc03 E] Int	ternal wall
Gc04 □	External works	Gc05 □	Lift shaft			Gc06 [] St	air edge
Gc07 □	General opening	Gc08 □	Steel bending yard / are	ea		Gc09 [] Pr	e-casting workshop
Gc10 □	Building block internal area	Gc11 □	General edge			Gc12		oundation
Gc13 🔲	Excavation / trench	Gc14 ☐	Storage yard			Gc15 [] Si	ope / haul road
Gc16 □	Workshop							
Gc17 □	Others (Please Specify):							
d) Indicate the	work process being undertak	en at the time o	of the accident / incident	(tick in ap	propriate	box)		
Gd01 □	Setting out	Gd02 □	Demolition			Gd03 E		ound works
Gd04 □	Formwork / Carpentry (wood		Bricklaying			Gd06		ınnelling
Gd07 🗆	Structural erection	Gd08 🗆	Cutting / welding			Gd09 [xing
Gd10 ☐	Concreting	Gd11 □	Falsework (metal)			Gd12 [ling
Gd13 ☐ Gd16 ☐	Plant use Finishing work	Gd14 □ Gd17 □	Roadworks Electrical work			Gd15 C	_	urface treatment azing
Gd19 🗆	Pipe laying	Gd17 □	Accessing & conveying	1		Gd21 E		ting
Gd22 □	Patrolling	Gd23 □	Material handling	, 		Gd24 [eel rebar bending / fix
Gd25 □	Others (Please Specify):							
	type of accident / incident (tic					0 == =	,	
Ge01 □	Trapped in / between object		Injured whilst lifting / ca			Ge03 L		ip, trip / fall on same le
Ge04 ☐ Ge07 ☐	Fall of person from height Stepping on object	Ge05 ☐ Ge08 ☐	Striking against stational Exposure to harmful su		ι	Ge06 E		riking against moving ectrocution
Ge07 ☐ Ge10 ☐	Collapsing / overturning object		Falling object	ivolal IC C		Ge09 L		ectrocution ruck by moving vehicl
Ge10 🗆	Contact with moving machine		Drowning			Ge12 L		ruck by moving vernor posure to fire
Ge16 □	Exposure to explosion	Ge17 🗆	Injured by hand tool			Ge18		ured by fall of ground
Ge19 □	Asphyxiation	Ge20 □	Contact with hot surfac	е		Ge21 [ured by animal
Ge22 ☐ Ge23 ☐	Injured in workplace violence Others (Please Specify):	e						
		00 5411 05 5	NEDOON EDOM:					
	TITEM (f) AND (g) BELOW For the injured (g)							
,	neight from which the injured in where the injured person fel	•	`	:5)				
Gg01 🗆	Ladder	Gg02 🗆	General access scaffol	d		Gg03 E] Tr	uss-out scaffold
Gg01 □	Steelwork	Gg02 □	Roof or floor edge / hole in		or slab	Gg06 E		ower scaffold
Gg07 □	Stairs	Gg08 □	Gangway or other mea			Gg09 E		to excavation
Gg10 □	Gondola	Gg11 □	Lift shaft			Gg12		ehicle / Machinery
Gg13 □	Formwork							
Gg14 □	Others (Please Specify) :							

DCMP-F787 (20/01/2024) Page 3 of 5

(h)	Indicate the Gh01	agent involved (tick in appropriat Debris Harmful / toxic substances Vehicle / mobile plant Dust / sand / chippings Others (Please Specify):	e box) Gh02 ☐ Gh05 ☐ Gh08 ☐ Gh11 ☐	Non-power driven hand tools Stored materials Lifting / Conveying machinery Portable power driven hand tools	Gh03	Materials being lifted Electricity Heat Fixed structure / Part of site		
		be the agent involved. (In the cas and manufacturer of the equipm		pecify what was hot, and in the case of po	ower tools / p	plant, specify		
		be the sequence of events leadir levant information and use anoth	-					
		ntributing to the accident / inci sub-standard actions which had Failure to warn Failure to secure Using improper equipment Improper placement Horseplay Failure to use personal protective equipment Others (Please Specify):		to the accident / incident (Tick more than Removing safety devices Using defective equipment Servicing equipment in operation Under influence of alcohol / drugs Making safety devices inoperable Working on incomplete scaffold / work platform	one box if n Ha03	ecessary) Improper loading Improper lifting & rigging Improper position for job Working at improper speed Operating without permission		
(b)	Indicate any Hb01	sub-standard conditions which hadequate guards / barriers Unsafe access Lack of rails / secure cover Inadequate warning system Inadequate / improper personal protective equipment Inadequate protective canopy Lack of work platform Others (Please Specify):	had contribut Hb02	ted to the accident / incident (Tick more the Defective-tools / equipment Poor housekeeping Unsafe footing, slippery ground Fire and explosive hazards Hazardous environmental conditions (smoke, dust etc.) Working process tampered	Hb18	if necessary) Congestion Inadequate ventilation Inadequate / excess lighting Adverse weather Damaged scaffold & catch fan & nylon mesh Overloading		
(c)	Indicate any Hc01 Hc04 Hc07 Hc10 Hc11	personal factors which had cont Inadequate ability Stress Tiredness Underestimation of risk Others (Please Specify):	ributed to the Hc02 Hc05 Hc08	e accident / incident (Tick more than one Lack of knowledge Improper motivation Sickness	box if necess Hc03	sary) Lack of skill Lack of training Lack of communication		
(d)	Hd01 ☐ Hd04 ☐ Hd07 ☐	Inadequate engineering Unrealistic work schedule Inadequate work standards	I contributed Hd02 Hd05 Hd08	to the accident / incident (Tick more than Inadequate leadership / supervision Inadequate tools / equipment Inadequate purchasing / materials management	one box if n Hd03 Hd06 Hd09	ecessary) Inadequate maintenance Wear & tear Inadequate examination of equipment		
	Hd10 □	Others (Please Specify) :						
(e)	Assess the p He01 \square He04 \square	orobability of recurrence of the ac Negligible Likely	ccident / inci He02 🏻 He05 🗖	dent if the situation remains unchanged Unlikely Almost certain	He03 □	Fair		
(f) Indicate any corrective action that should be taken to reduce the probability of recurrence of the accident / incident								
		,						

DCMP-F787 (20/01/2024) Page 4 of 5

(I) Information about the injury (Not applicable if no injury was ticked at Part F(a).) If more than one injury to the same person, then use the codes (next to the boxes) to list the nature of the injury and the body part in (c). (a) Indicate the nature of the injury. (Tick one box if only one injury, if more than one injury then go to (c)) la02 □ la03 la01 □ Burn, scald Fracture / dislocation Amputation la05 □ Ia04 □ Asphyxiation Internal injury Ia06 □ Sprain, strain, twist Ia07 □ Crush Ia08 □ Electrocution la09 Abrasion, cut, bruise, la10 □ Entry of foreign object into body Ia11 □ Radiation laceration la12 🗌 Others (Please Specify): (b) Indicate the body part affected by the injury (Tick one box if only one injury, if more than one injury then go to (c)) Ib01 ☐ Head lb02 □ Spine (including neck) Ib03 ☐ Hand (including fingers) Foot (including toes) lb04 □ lb05 □ General or systemic (e.g. poisoning) Ib06 □ lb07 Ear Ib08 □ Trunk (including chest, abdomen, lb09 Leg (including hip & ankle) lb10 □ Arm (including shoulder & wrist) pelvis, waist) (c) If more than one injury, indicate nature of injuries and bodyparts affected in boxes below. E.g. in the case of sprain to ankle and laceration of hand enter la06, lb09 in the "First Injury" box and la09, lb03 in the "Second Injury" box First Injury Second Injury Third Injury Fourth Injury (J) Additional information (Not applicable if no injury was ticked at Part F(a).) (a) Indicate any personal protective equipment worn or used at the time of the injury (Tick more than one box if appropriate) Ja02

Safety belt Ja01 ☐ Gloves Ja03
Safety shoes / boots Ja04 □ Independent life line Ja05 □ Safety harness Ja06 □ Ear defenders Ja07 □ Goggles Ja08 🛚 Protective mask Ja09 □ Breathing apparatus Safety Helmet Ja10 □ Ja11 ☐ Reflective clothing Ja12 Heat-resistant apron Y-type Chin strap fastened: ☐ Yes ☐ No Ja013 \square Impermeable work clothing for Ja14 \square Life jacket chemicals / asbestos Others (please specify) (b) Indicate any other relevant safety measures taken at the time of the injury. (K) Construction Machinery (a) Machinery involved, if any (tick one or more boxes) Ka02 □ Hydraulic crane Ka01 ☐ Skip / material hoist Ka03 ☐ Bar bending machine Ka04 □ Passenger hoist / builder's lift Ka05 □ Suspended working platform Ka06 □ Concrete mixer Ka07 □ Tower crane Ka08 🛚 Pile driver Ka09 □ Boring jig Hydraulic hammer Ka10 🛚 Ka11 🗌 Oscillator Ka12 🗌 Rotator Ka13 □ Pneumatic breaker Ka14 🛚 Mobile crane Ka15 🛚 Crawler crane Derrick crane Air compressor / receiver Ka16 □ Ka17 🗌 Ka18 🗌 Lorry-mounted crane Ка19 П Electric welding machine Ka20 □ Gas welding equipment Ka21 □ Circular saw Ka22 □ Abrasive wheel Ka23 ☐ Cartridge operated tool Ka24 □ Hand tools Ka25 □ Reverse Circulation Drill Ka26 🛚 Others (please specify): (b) Transporting or construction machinery involved, if any (tick one box) Kb01 ☐ Dumper Kb02 ☐ Lorry Kb03 □ Truck Kb04 □ Kb05 □ Excavator Kb06 □ Bulldozer Loader Kb07 □ Kb08 □ Grader Kb09 □ Scraper Compactor Kb10 □ Forklift truck Others (please specify) : Kb11 ∏

DCMP-F787 (20/01/2024) Page 5 of 5