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## Near Miss & Good Catch Reporting Policy

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At Adman Ltd we recognise the benefits that improvements to our behavioural safety culture can bring to our strategy of continuous improvement in Health & Safety and our target of year-on-year reduction in accidents. 'Near Miss' reporting provides an effective means of promoting this improvement in behavioural health & safety by encouraging every employee to consider safety throughout the working day.

The Near Miss & Good Catch reporting system will be adopted on all sites operated by the company and will also extend to reporting Environmental Near Miss & Good Catch events in order to similarly target continuous improvement in environmental performance.

Near misses occur more often than accidents at a ratio of about 200:1. The only difference most near misses and an accident is luck, where given a slight change in circumstances an accident or incident could have occurred. A Near Miss is not just a physical event that has occurred which nearly caused an accident or injury. It is evidence of an accident waiting to happen and by reporting, analysing and acting on the information gained employees and others can learn about and avoid accidents before they occur.

We encourage all our staff, employees and sub-contractors to take part and report near misses & Good Catches however site operatives have most to gain from this safety improvement processes as it is they who are most often injured. Near Miss & Good Catch reporting is a no blame safety improvement system and therefore we request that the report contains no names other than the name of the individual reporting the issue.

You should report hazardous situations

- To your Supervisor verbally
- By completing a near miss handbook report
- By phone call, text, whatsapp or e-mail to the SHEQ Manager on 07584 485325 or relevant Site/Project Manager.

In fact, we do not mind how you report Near Misses & Good Catches as long as you do!

Most of our key clients e.g.: NIE, ESB, Powerteam have a high level of commitment to health & safety improvement and monitoring of near miss management is included in contract monitoring systems and is also linked to future tendering opportunities. Clients and other companies 'Near Miss' reporting schemes are often known by other names e.g. Close Call, Don't Walk By, Target Zero, Positive Intervention etc.

Whilst we cannot forecast the number of expected near miss events we aim to identify as many as possible through the vigilance and cooperation of our staff, our workforce and our subcontractors.

If you are unsure about any aspect of near miss reporting please ask your supervisor.

Signed

*Martin Grimes*

Date: 01/04/2022

Martin Grimes – Director

*Adrian McCrory*

Date: 01/04/2022

Adrian McCrory - Director