



## Incident Reporting

The Executive Council Resolution No. (15) Of 2021 regarding Sharjah Occupational Safety and Health System establishes the basis for the implementation of the OSHJ system. As stated in Article 5, employer obligations are in the following clauses

“Investigate the incidents and report to the Authority in accordance with the Incident Classification and Reporting Mechanism adopted in the System” (Article 6)

“Develop a mechanism to enable the employees to report any accidents, concerns, or risks that may lead to a work injury or occupational disease.” (Article 18)

#### **Entities concerned with reporting and investigation:**

**Government Entities:** Government departments, authorities or establishments and the like in the Emirate.

**Private Entities:** Establishments, companies, enterprises and economic activities operating in the Emirate in general.

## Incident Reporting

Reporting incidents is an important part of an effective safety and health system. It can help to identify work related safety and health hazards and risks. Outcomes from reporting and investigating incidents is to prevent injury and ill health in the workplace and improve overall risk management.

There are distinct types of reporting that the entity must comply with:

1. Incidents Report to SPSA
2. Periodic Report  
( Periodic Reporting of Incident Data to SPSA )
3. Incident Investigation Report

### Reportable incidents and relevant notification period

Type of Report Incidents	Notification Period to SPSA
Fatality	Within 24 Hours
Injuries Occupational Diseases Dangerous Occurrence	Within 72 Hours

### Incident Investigation Report Submission to SPSA

Type of Incidents	Incident Investigation Report to SPSA
Fatality Injuries Occupational Diseases Dangerous Occurrence	Within 72 Hours

## Injuries



### Bone Fracture

A bone split/break for ex. Finger, thumb and toes.



### Amputation

Amputation of an arm, hand, finger, thumb, leg, foot or toe.



### Permanent/Reduction loss of sight

It is a loss of vision that cannot be corrected with glasses or contact lenses.



### Crush injuries

Crushes that Leads to internal organ damage.



### Serious burn injury

Burns that covers more than 10% of the whole body's total surface area and causes significant damage to the eyes, respiratory system or other vital organs.



### Any degree of scalping

Removal of scalping or separation of skin from the head requiring hospital treatment.



### Loss of consciousness

That is caused by head injury or asphyxia.



### Injury arising from working in an enclosed space

It Leads to hypothermia or heat-induced illness and requires resuscitation/admittance to hospital for more than 24 hours.

## Occupational Diseases



### Carpal tunnel syndrome

A common condition that causes tingling and pain in some parts of the hand.



### Severe cramp of the hand or forearm

A condition in which an involuntary contraction of a muscle occurs, resulting in severe pain or inability to move the affected muscle.



### Occupational dermatitis

Skin irritation, usually including itching, dry skin, or a rash.



### Hand arm vibration syndrome

Tremor in the hands that lasts for seconds and may be repeated.



### Occupational asthma

A condition in which the airways narrow, causing difficulty breathing.



### Tendonitis or tenosynovitis of the hand or forearm

that occurs in the tendon and its membrane.



### Any occupational cancer

A disease among a large number of diseases characterized by the development of abnormal cells.

Any disease attributed to an occupational exposure to a biological agent.

## Dangerous Occurrence



### Lifting Equipment

The collapse, overturning or failure of any load bearing part of any lifting equipment.



### Scaffolding Collapse

The collapse, partial collapse or failure of any load bearing parts of scaffolding and accessories.



### Structural Collapse

The unintentional failure or partial collapse of any structure during construction, demolition, refurbishment and maintenance.



### Diving Operations

The failure or endangering of life support equipment, the trapping of a diver, an explosion close to a diver, or an uncontrolled ascent.



### Pressure Systems

The failure or explosion of any pressure system or container used for the storage of gas, gases and air or any liquid or solid generated from the compression of gas.



### Electricity

Any explosion or fire caused by an electrical short circuit or overload which results in the stoppage of the plant involved.



### Pipelines

Any unintentional damage to, or failure of equipment in pipeline or pipeline works, or an inrush or outflow of substances which could cause injury or ill health to any person.



### Explosion or Fire

Any unintentional explosion or fire in any workplace from the ignition of dust, gas or vapor, which results in the stoppage, or the suspension of normal work.



### Biological Agents

Any incident which results in or could have resulted in the release or escape of a biological agent likely to cause severe human infection or illness.



### Radiation Generators and Radiography

The malfunction of equipment used in fixed or mobile industrial radiography or gamma irradiation, which causes a bioactive source to fail to return to its safe position by the normal means at the end of the intended exposure period.



### Release or Escape of Flammable Liquids and Gases

The sudden, unintentional, and uncontrolled release or escape in the open air, of 500 kilograms or more of a flammable liquid or gas.



### Hazardous Escapes of Substances or Materials

The unintentional release or escape of any substance or materials which could cause injury or ill health to any person.