

Helical plc has a number of health and safety performance reporting requirements.

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At Project End

The below listed information is to be provided:-

- Project Name & Phase or Element of Works
- Number of staff trained/inducted*
- % Project Staff & Operatives are CSCS Accredited*
- No. of Lost-time accidents¹*
- No. of RIDDOR² Accidents*
- No. of fatalities
- No. of near misses*
- No. of hours worked*
- Project Accident Frequency Rate*
- Project Accident Incidence Rate*
- Accidents broken down by Trade
- Accidents broken down by Injury Type
- Accidents broken down by Circumstances
- Accidents broken down by Part of Body Injured

*also to be provided on a monthly basis as part of progress reporting

Helical plc Financial Year End

Helical plc's Financial Year runs from 1 April to 31 March.

The above listed data is to be provided to Helical's Corporate H&S Advisors for all projects in the period at March 1st.

For projects that span multiple reporting periods data is to be presented/broken down on a yearly basis.

Helical plc's Corporate H&S Advisors:-

ORSA Projects Limited
8 Shepherd Market
London
W1J 7JY

t: [+44 \(0\) 20 3884 7105](tel:+442038847105)

Health & Safety Executive

Any visits to site or matters involving HSE are to be immediately reported to Helical plc's Corporate H&S Advisors.

RIDDOR / Incident Reporting

Any RIDDOR reportable events or incidents are to be immediately advised to Helical plc's Corporate H&S Advisors.

Any follow up actions will be defined by the nature of the incident.

A more detailed incident reporting procedure is appended.

¹ A lost time injury occurs when an employee is injured while carrying out a work-related task for the employer, and is then unable to perform the regular duties for a complete shift or period of time after the incident. This is not just limited to their one regular shift only, but it can extend up to all the shifts in which the

employee is unable to perform the regular duties. From the time of the initial injury until the time the employee is able to return to

² Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013