

# IAN 128/15a & Incident Reporting

## *Safety Alert*

May 2017

Highways England is aware that there have been occasions when accidents/incidents have not been reported in accordance with IAN 128/15a following their occurrence.

Please ensure that you notify the relevant Highways England Regional/Programme Director and appropriate H&S advisor, immediately following a RIDDOR incident.

Interim Advice Note 128/15a requires that the following incidents are logged on AIRSweb within 24 hours of their occurrence:

- RIDDOR incidents (fatalities, specified injuries and over 7 day injuries)
- Lost time injuries
- Failure of infrastructure assets
- High potential near misses
- Service strikes

Initial investigation reports must be submitted for review within 3 days for RIDDOR incidents. Final investigation reports must be submitted within 14 working days for all incidents. Any changes to timescales must be agreed with the relevant Director in conjunction with the H&S Division.

Failure to report incidents immediately results in delays in completing, agreeing and closing out investigation reports.

Highways England Regional/Programme Directors and H&S team leaders will review submitted investigation reports. Accepted reports will be signed off as final and completed.

Further information can be found in [IAN 128/15a](#)

### Requirements:

**Review IAN 128/15a (Highways England Supply Chain Health and Safety Incident Reporting) and ensure the following principles are adhered to:**

- **Update AIRS within 24 hours when LTIs become RIDDORs**
- **Submit hours worked information by Working Day 1**
- **Keep Highways England regularly informed throughout the investigation**
- **Initial safety alert to be provided to Highways England within 3 days of the incident occurring**

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### Further Information:

For further information please contact the National Health and Safety Team at [nh&st@highwaysengland.co.uk](mailto:nh&st@highwaysengland.co.uk)