# How to Respond to a Workplace Accident





Get the injured individuals into safe hands



### Do not disturb the scene

Take and save photographs as well as any video



## Make an internal incident report

Ensure it is dated and signed by the injured party



### **Obtain a witness statement**

Ensure it is dated and signed by the witness



## Report the accident

to Vinnueftirlit, Sjúkratryggingar Íslands and the Police, as appropriate.



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