



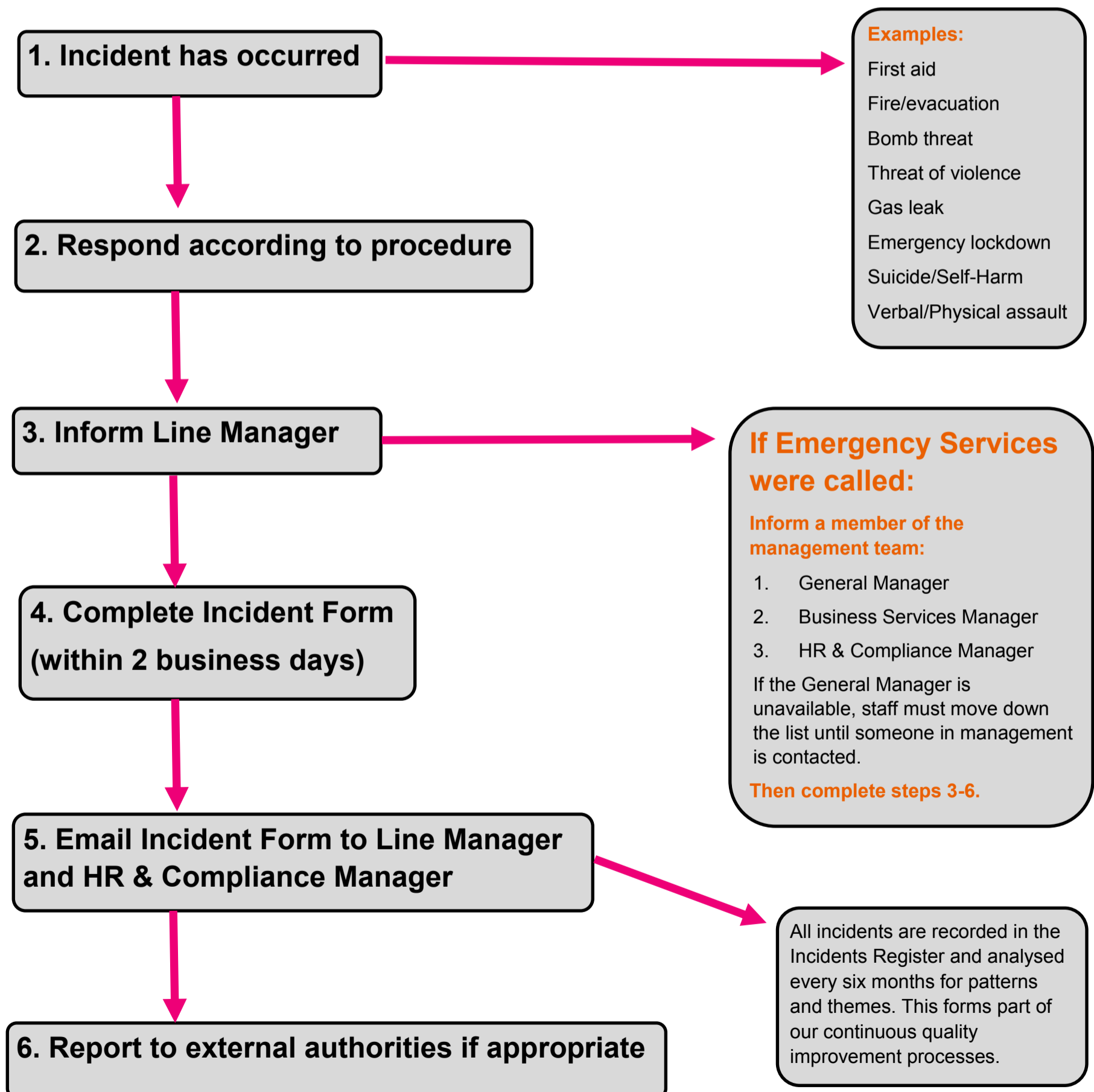
Responding to Incidents Procedure

What is an incident?

Definition

An incident is broadly defined as:

- Any event or circumstance that resulted, or could have resulted, in unintended and/or unnecessary harm to a person, or loss or damage to property
- A near miss which did not cause harm, but had potential to do so
- Any event which deviates from standard policy or procedure
- Anything illegal (e.g. assault, sexual misconduct, fraud)



At any stage you can seek support / debrief via Line Manager or HR & Compliance Manager