

Annex B - Incident Management Guide

Accident/Incident occurs at, or on route to, a sports event involving a team member or authorised guest

Initial incident dealt with by on site medically trained personnel

Medical assessment carried out by on site medically trained personnel and or Emergency Services (Tel: 999) requested

Casualty/ies transferred to nearest available medical facilities as required.

JCCC is to be informed if the seriousness of the incident warrants it - otherwise AINC is to be notified by incident controller

Incident controller generates
 Royal Navy – NLIMS
 Army - AF 510
 RAF – F7454
 and forward it to those authorities listed. Where there is no IT available the incident controller should telephone AINC to initiate the report

If there are no direct injuries, RN – to complete NLIMS. An Army Form 510 is still required by AINC and should be completed as a 'near-miss' to enable possible lessons learnt.
 RAF – to complete F7454

Incident controller is to maintain communications with listed contacts until the incident is either closed or passed to JCCC and the units CoC to manage. Notification of an injury to an individual's NOK is to be managed by JCCC iaw JSP 751

Incident Controller or nominated person is to make provisions for the safe return of sports equipment for any personnel involved in the incident where they are not able to conduct this themselves

List of Contacts to be notified in the event of an Injury:

Unit's CoC

JCCC – Tel: 01452 519951 or via JPA

RN – DAIB - 03067 986587 or email
DSA-DAIB-Land-Mailbox@mod.gov.uk

AINC - 03067 703661 or email
Armylf-ceso-a-inc-mailbox@mod.uk

RAF – DAIB - 03067 986587 or email
DSA-DAIB-Land-Mailbox@mod.gov.uk

Then if not already done so -

DAIB - 03067 986587 or email
DSA-DAIB-Land-Mailbox@mod.gov.uk

Single Service Sports Secretary and Chairman (see contacts page)

RN - SO2 NS PoI – 02392 573063
jon.glass106@mod.gov.uk

Army
 Ops Offr - 01252 787058 or email
opsbranch@ascb.uk.com

RAF – Director RAF Sports Board
 Tel 01296 657135
Rich.Fogden552@mod.gov.uk