



# Accident Investigation Form - Worksafe NZ

Complete

Score	2 / 5 (40%)	Flagged items	0	Actions	1
Document No.		00009			
Audit Title					
Accident Investigation Report					
Client / Site					
Sunshine Ridge Residential Development					
Conducted on				22.09.2025 11:20 PST	
Prepared by				Jane Thompson	
Location				Bluegum Avenue, Wollongong, New South Wales, Australia	
Personnel					
Robert Ng					

**Actions**

1 action

The Accident / Action / Action 1

**When**

22.09.2025 10:30 PST

**To do** | Assignee: SafetyCulture Staff | Priority: Low | Due: 02.10.2025 11:52 PST | Created by: SafetyCulture Staff

Do this every before the start of each task

## Audit

### Name of organisation

Sunshine Ridge Residential Development

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### Branch/department

N/A

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**Particulars of Accident**

**Date of accident** 19.09.2025

**Time** 10:15 PST

**Location** Bluegum Avenue, Wollongong,  
New South Wales, Australia

**Date Reported** 19.09.2025 10:30 PST

The Injured Person

Name

Mark Wilson

Address

Bluegum Avenue, Wollongong,  
New South Wales, Australia

Date of birth

01.08.1990

Phone number

61 2 1234 5666

Length of employment - at plant

4 months

On job

4 months

Type of injury

Fracture

Bruising

Comments

Left forearm

## Damaged Property

### Property or material damaged:

Damage to façade panel

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### Attach media (if applicable)



Photo 1

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### Nature of damage:

minor scuffs on one edge

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### Attach media (if applicable)

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### Object/substance causing damage:

The panel fell

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### Attach media (if applicable)

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The Accident

1 action, 1 / 4 (25%)

Describe what happened

At about 10:15 am, Mr Wilson was positioning a 1.2 m × 2.4 m lightweight aluminium composite panel onto the façade framing at Level 3 (approx. 9 m above ground) using a temporary hoist and sling. As he guided the panel into place, the panel suddenly swung free from the sling because the crane hook latch had not been fully closed. The panel began to rotate, striking Mr Wilson on his left forearm and causing him to lose balance. He managed to grab the frame and prevent a fall but sustained a fracture and deep bruise to the forearm.

The panel fell approximately 1 m before being caught (via secondary restraining rope) and was safely recovered. Work was immediately halted, and first-aid was administered. The injured worker was transported to Wollongong Hospital for further medical treatment.

Drawing of the accident scene (For vehicle accidents / where appropriate)

What caused the accident?

The panel suddenly swung free from the sling because the crane hook latch had not been fully closed.

How serious could it have been?

Very serious

How often is this likely to happen again?

Rarely

What action has or will be taken to stop another accident like this happening?

Action

1 action, 1 / 2 (50%)

Action 1

1 action, 1 / 1 (100%)

Description

Update and enforce a detailed pre-lift checklist including hook latch verification

Completed?

Yes

By whom

Site Safety Manager

When

22.09.2025 10:30 PST

**To do** | Assignee: SafetyCulture Staff | Priority: Low | Due: 02.10.2025 11:52 PST | Created by: SafetyCulture Staff

Do this every before the start of each task

Action 2

0 / 1 (0%)

Description

Assign additional safety supervisor for façade operations

**Completed?**

No

**By whom**

Project Manager

**When**

01.10.2025 08:00 PST



Type of treatment given

First-aid was administered. The injured worker was transported to Wollongong Medical Center for further medical treatment.

Name of person giving first aid

Lucy Tran

Doctor/Hospital

Ahmed Mansour - Wollongong Medical Center

Accident investigated by

Jane Thompson

Signature

*Jane Thompson*

Jane Thompson  
25.09.2025 11:58 PST

Date

19.09.2025 12:00 PST

WorkSafe advised?

Yes

19.09.2025 12:00 PST

## Media summary



Photo 1