



# Ministry of Defence

Secretariat  
Defence Infrastructure Organisation  
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[www.gov.uk/DIO](http://www.gov.uk/DIO)

24 November 2016

Ref. FOI2016/ 10903

Dear [REDACTED]

Thank you for your email of 13 November 2016 requesting the following information:

*"Thank you for your email dated 31st October 2016 regarding MY FOI request.*

*As mentioned in my original request, copied below, I would like to ask for a copy of the original Near Miss Report submitted by CS05 [REDACTED] [REDACTED] unless this report falls within the scope of Section 40 FIA."*

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOIA).

A search for the information has now been completed within the Ministry of Defence (MOD) and I can confirm that all the information in scope of your request is held.

The information you have requested can be found enclosed at Annex A, but some of the information falls entirely within the scope of the absolute exemptions provided for at Sections 40 (Personal Data) of the FOIA and has been redacted.

Section 40(2) has been applied to some of the information in order to protect personal information as governed by the Data Protection Act 1998. Section 40 is an absolute exemption and there is therefore no requirement to consider the public interest in making a decision to withhold the information.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance team, 2<sup>nd</sup> Floor, Zone N, MOD Main Building, Whitehall, SW1A 2HB (e-mail [CIO-FOI-IR@mod.uk](mailto:CIO-FOI-IR@mod.uk)). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the Freedom of Information Act. Please note that the Information Commissioner will not investigate your case until the MOD

internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely,

DIO Secretariat

NOTE: Reporting Person details need only be completed if not the injured person

### 3. Reporting Person's Details

Surname	First Name	Rank / Grade
[REDACTED]	[REDACTED]	CSO5

#### Contact Address (Home or Work)

Address Line 1 (e.g. DIO Sutton Coldfield (Bld 49) )	MGS C32a
Address Line 2 (e.g. Street)	C Site
Address Line 3 (e.g. District)	Bicester Garrison
Town / City	Bicester
Country	England
Postcode	Ox25 2LD

Staff / Service Number	Status of Employment	DIO Area of Work 2*
[REDACTED]	MoD Civilian	Infra' Prog/SAPT

Contact Telephone Number	Contact Email Address	DIO Area of Work 1*
na	na	MGS

### 4. Line Manager Details

(of injured person or reporting person for a near miss or non injury event)

Surname	First Name	Post Title
[REDACTED]	[REDACTED]	CSO3
Telephone Number	E-mail Address	
[REDACTED]	[REDACTED]	



# DIO Accident / Incident Reporting Form (including Near misses)

Submission Notes

\* All fields require completing - where information is not required please input 'N/A'

**For Assistance Contact the**

## 1. Type of Incident

**DIO INC -**

Near Miss

**Tel: 0121 311 2160 or**

\* Part 2 does not require completing for a Near Miss, please input 'N/A' for these fields

**Email : dio-ceso@mod.uk**

## 2. Injured Person's Details

Surname

na

First Name

na

Rank / Grade

na

Contact Address (Home or Work)

Address Line 1

(e.g. DIO Sutton Coldfield (Bld 49) )

na

Address Line 2

(e.g. Street)

na

Address Line 3

(e.g. District)

na

Town / City

na

Country

na

Postcode

na

Staff / Service Number

na

Status of Employment

MoD Civilian

DIO Area of Work 2\*

Infra' Prog/SAPT

Contact Telephone Number

na

Contact Email Address

[REDACTED]

DIO Area of Work 1\*

MGS



## 6. A Brief Description of the Incident

Date (e.g. 17-Mar-15)

7-Jun-15

Time (Format HH:MM e.g. 14:48 (24hr format))

07:00

Activity

Security Work (Gate Duty, Patrols etc)

If a fall from height, height must be specified below to nearest metre

na

Kind of Accident or Near Miss that best describes the incident?

Injured by an animal

Injuries where an animal injured the person e.g. by a bite or kick. Includes cases where a person is crushed or trapped by an animal.

Main factor involved / resulting in the injury?

Descriptor

N/A - (No Injury Sustained) e.g. Environmental or Near Miss

Injury Type

N/A - (No Injury Sustained) e.g. Environmental or

Injury Severity

Descriptor

N/A - (No Injury Sustained) e.g. Environmental or Near Miss

Part of Body Injured

N/A - (No Injury Sustained) e.g. Environmental or

Immediate Response - e.g. First Aid Administrated / Made area Safe

na

Further Action / Required Taken - e.g. Check on Inured Person within couple of days

na

Incident summary including:

1. Specific area (e.g. on stairwell building 49. include grid reference, if known).
2. What happened (e.g the work activity and circumstances leading up to the event and its consequences).
3. Details of any resulting injury (e.g. broken arm), ill health or damage/contamination (What tier of environmental incident?).
4. Any dates of injury related staff absence or light duties.
5. Any additional information

Tier of Environmental Incident

Near Miss (environmental)

Descriptor: Category of Environmental Incident

Incident Summary

On trying to hook up Military Working Dog 'Riso' after grasping his collar with my left hand, I went to put the lead on him he snarled then snapped at my right hand. I managed to pull it away in time for him to miss.



## 5. Location of Incident

Location

Address Line 1  
(e.g. DIO Sutton Coldfield (Bld 49))

Address Line 2  
(e.g. Street)

Address Line 3  
(e.g. District)

Town / City

Country

Postcode

Type of Location



Defence  
Infrastructure  
Organisation

## 7. Electronic - Sign and Date

Person Completing Form

Date (e.g. 17-Mar-15)

Signature

Please tick the box below to confirm that you consent to details being disclosed to TU Staff / Safety Reps

**Submit Form**

PICTURES: If you are able to supply pictures of the incident, location etc please attach them to the email that will pop up when you press Submit Form.

**Close Form**

**Print Form**

**Save Form**

**Clear Form**

If you are having issues submitting this form please save the form and email it to -

Email : dio-ceso@mod.uk

Official Sensitive - PERSONAL when completed