

# No1: ACCIDENT CHECKLIST

### 1 **STOP!**

In the event of any accident you must stop at the scene.

### 2 **Hazard lights**

Once you have stopped your vehicle, switch on your hazard lights to alert other road users.

### 3 **Alert the emergency services**

If anyone is injured, or collision damage has caused a hazard or if other vehicles leave the scene of the accident without stopping, dial 999.

### 4 **Note the numberplate**

Make sure you note the registration number of all vehicles involved, plus make, model and colour.

### 5 **Names and contact details**

Obtain names and contact details of those involved in the accident, including any witnesses, as well as anything else that may be of importance (eg road conditions).



### 6 **Carry a notebook and camera**

Take a picture at the scene or make a sketch, including street names, vehicle locations and direction of travel, skid marks and vehicle damage.

### 7 **Do not admit fault**

This could create problems for you and your insurance company.

### 8 **Notify your insurance company/ employer**

You have a duty to notify your insurance company immediately. Give them all the details you took from the scene.

### 9 **Animals**

If an accident results in injury to a horse, cow, donkey, sheep, pig, goat or dog, there is a legal obligation to stop and alert the authorities.