



REPORTING WORK-RELATED ACCIDENTS

Under the Work Injury Compensation Act, an employer must notify work-related accidents to the Ministry of Manpower (MOM) when his employee:

Submit incident report online within 10 calendar days from:



Dies in a work-related accident

the date when the accident happened



Contracts an occupational disease

receiving a written diagnosis of the disease from a doctor



Is injured in a work-related accident or has suffered a medical condition (e.g. stroke/heart attack) due to work

the date when accident happened, if the employee is hospitalised for at least 24 hours; or

the 4th day of medical leave, if the employee is given medical leave for 4 or more calendar days (whether consecutive or not)



Contracts a disease due to work-related exposure to biological/chemical agent

the date when accident happened, if the employee is hospitalised for at least 24 hours; or

the 4th day of medical leave, if the employee is given medical leave for 4 or more calendar days (whether consecutive or not)

1.



HOW DO I REPORT?

Submit incident report at www.mom.gov.sg/iReport

2.



HOW TO ENSURE I REPORT WITHIN THE STATUTORY TIMELINE?

Develop an internal reporting system so that you can be alerted of work accidents quickly.

3.



WHY MUST I BE ALERTED OF WORK ACCIDENTS BY MY EMPLOYEES?

To facilitate prompt medical treatment to injured employee(s) and implement corrective actions to prevent similar recurrences.

4.



WHAT WILL HAPPEN IF I FAIL TO REPORT ON TIME?

Any employer who fails to report a work-related accident within the statutory timeline may be convicted and fined up to \$5,000 for a first-time offence.