

**To:** Kane Turton  
**Subject:** amendments to incident 5CA19A2442

Mr Turton

Thank you for your attention earlier when we discussed the possibility of making amendments to the detail of one of our notified incidents.

I advised you that there had been two amendments to the details on the initial report, which had subsequently become apparent during the course of the investigation.

Name of Original Notifier	Paul Hooper
Incident Reference Number	5CA19A2442
Injured Person's name	Andrew Richards
Incident Date	16/12/2016

The amendments are as follows;-

Within the section 'About the kind of incident' --- 'What Happened' -

Our information noted that '*Mr Richards passed out and sustained a head injury while within the car park of our operational depot at Grampound Road*'.

There is no evidence that he actually lost consciousness.

Also, our report states that Mr Richards was found by '*a work colleague who took him to hospital*'

The work colleague actually called the emergency services and Mr Richards was taken to hospital by ambulance.

As such, please amend the record to read, within the '*What Happened*' section;-

*Mr Richards sustained a head injury while within the car park of our operational depot at Grampound Road. There were no witnesses and Mr Richards has no recollection of the incident. Mr Richards was found conscious but dazed by a work colleague who called for an ambulance which took Mr Richards to hospital. Subsequent examination has revealed a head injury but it is unclear how this was sustained.*

Could you please confirm that, as per our earlier telephone discussion, we are making these amendments to ensure that our records align accurately with yours?

There has been no change to the Injured Person's condition, or the category of the injury.

Thanks and regards

Paul Hooper  
SHEQ Manager

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