



Hanover Risk Solutions

Supervisor Fact Sheet

When employees are injured on the job, the clock starts ticking. The Hanover Insurance Group wants all Workers' Compensation incidents reported the same day they occur.

What does that mean to me as a supervisor?

- Train your employees to report all work-related incidents as soon as they happen.
- Obtain all the facts. Remember the essential questions—Who? What? Where? When? Why? How?
- Complete the necessary paperwork immediately. (This is usually where delays occur.)
- Turn it in to the appropriate personnel so it can be reported to The Hanover Insurance Group.

**Report All Accidents
Immediately!!!**

 **To learn more about Hanover Risk Solutions,
visit hanoverrisksolutions.com**

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