

6—Accident Records and Injury Rates

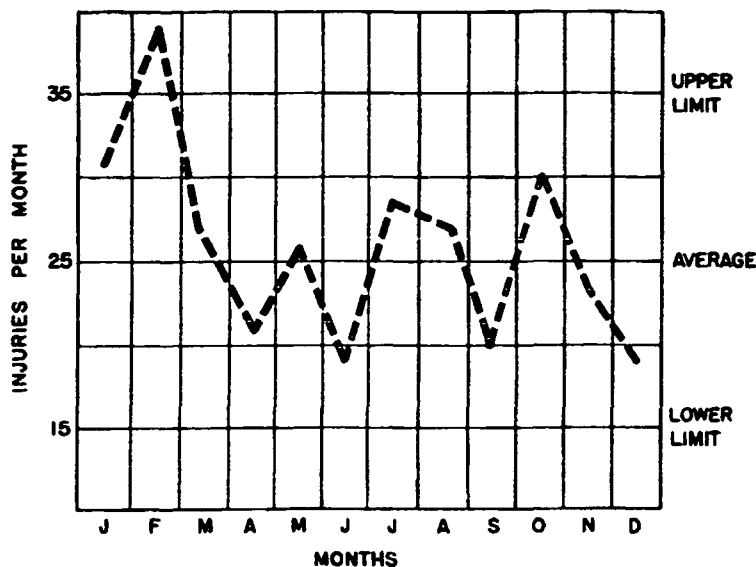


FIG 6-7 —Upper and lower control limits of this control chart were based on 60 months' experience, and show points at which the number of injuries can statistically be shown to have a "contributing cause" rather than be "by chance." Thus action can be taken where it will be most effective.

vealed that an unguarded machine was the cause of the increase in injuries for the month of February. It can be assumed that the installation of a mechanical guard corrected this cause and brought the work-injury experience for March back "in control."

The control chart can be a useful tool when it is used properly. As with any tool, it will depend on the skill of the user to yield good results. Follow these rules when constructing a control chart:

1. Always use several years' experience when calculating the average number of injuries per month to assure that a stable average will be developed. Sixty months' experience is preferable, except as noted in (3), (4), and (5) following.
2. Count *all* injuries when constructing a control chart. The use of disabling injuries alone may not provide enough data. A control chart cannot be constructed if the average number of injuries per month is less than four because the lower limit will be negative. Since a plant cannot experience a negative number of injuries per month, a chart based on an average of less than four would not yield meaningful results.
3. Calculate a new average each year—add-

ing the latest year's injuries and subtracting the oldest year's injuries—to reflect any change in the monthly average number of injuries.

4. Construct more than one chart if there are seasonal changes in employment. For example, if an operation employs one hundred people for the first 6 months of each year and four hundred people for the last 6 months, a separate chart must be constructed for each 6-month period.
5. Construct a new control chart if external factors, such as a change in the level of employment, a change in the work environment, or a change in work hazards, bring about a permanent change in work-injury experience. When calculating a new average in such a situation, *do not* use experience prior to the change.

Occupational Safety and Health Act (OSHAct) Recordkeeping

The following material has been abstracted from an Occupational Safety and Health Administration pamphlet. It provides the basic definitions and recordkeeping requirements of the OSHAct, as they existed at the time this volume was prepared. The requirements and