of materials on bulletin boards is one of the best ways to maintain the interest of employees in safety Accident records furnish many items, such as the following

NO-INJURY RECORDS

UNUSUAL ACCIDENTS

CHARTS SHOWING REDUCTIONS IN ACCIDENTS

SIMPLE TABLES COMPARING DEPARTMENTAL RECORDS

STANDINGS IN CONTESTS

FREQUENT CAUSES OF ACCIDENTS

Reports to National Safety Council. Each year the National Safety Council requests an annual summary report of disabling injury experience from each member These reports are tabulated to determine disabling injury frequency and severity rates by industry

An annual *Work Injury Rates* pamphlet containing these injury rates is published and distributed to members, so that each company may compare its injury experience with the average experience of other companies in the same industries

Computing Injury Rates

Safety performance is *relative* Only when a company compares its injury experience with that of similar companies, or with that of the entire industry of which it is a part, or with its own previous experience can it obtain a meaningful evaluation of its safety accomplishments

Use of standardized rates

To make such comparisons, a method of measurement is needed which will adjust for the effects of certain variables which contribute to differences in injury experience For two reasons, injury totals alone cannot be used

First, a company with many employees may be expected to have more injuries than a company with few employees Second, if the records of one company include all the injuries treated in the first aid room, whereas the records of a similar company include only injuries serious enough to cause lost time, obviously the first total will be larger than the second

A standard procedure for keeping records, which provides for these variables, is included in ASI Standard Z16 1 First, this procedure uses frequency and severity rates which relate disabling injuries, and days charged as a result of them, to the number of man-hours worked, thus these rates automatically adjust for differences in the hours of exposure to injury Second, this procedure specifies the kinds of injuries which should be included in the rates

These standardized rates, which are easy to compute and to understand, have been accepted generally as uniform procedure in industry (and increasingly in government) and permit the necessary and desired comparisons

A chronological arrangement of these rates for a company will show whether its level of safety performance is improving or getting worse Within a company, the same sort of arrangement by departments will not only show the trend of safety performance for each department, but may reveal to management information which will make safety work more efficient

If it is found, for example, that the trend of injury rates in a company is up, a review of the rate trends by departments may reveal that this adverse change is accounted for by the rates of just a few departments With the source of the highest company rates thus isolated, safety efforts may be concentrated at the points of worst experience

A comparison of current injury rates with those of similar companies and with those of the industry as a whole will provide the safety man with a more reliable evaluation of the safety performance of his company than he could obtain merely by reviewing numbers of injuries

Standard formulas for rates

The injury frequency rate and the injury severity rate are based on standard formulas as set forth in ASI Standard Z16 1

Frequency rate The disabling injury frequency rate relates the injuries to the hours worked during the period and expresses them in terms of a million-hour unit by use of the following formula