



Safety Bulletin

December 2014 – January 2015



1. End-of-year health and safety performance review.

At the end of December, we completed 6 years 10 months (or 2,739,988 person hours) without a reportable or lost time injury.

On the debit side however, our injury figures for the year equated to an unprecedented 6 hospital treatment and 8 minor first aid injuries, making it our worse year since our relocation to NHH in 2001.

Of particular note was the disproportionately high number of accidents (i.e. 78.8%) involving members of staff (x2), Phase 2 (x8) and Phase 3 (x1) compared to the 'higher risk' Level 2 and Phase 1 learners which is a complete reversal to what we would normally expect to see.

Breakdown of hospital treatment injuries

| Month | I.D. | Location | Details |
|-------|--------------|----------------|--|
| April | Phase 3 | BTEC classroom | Caught (and lacerated) finger in classroom radiator's steel baffles during BTEC lesson. |
| April | Staff (T.O.) | NBC w/shop | Struck on jaw by flying projectiles when mechanical puller catastrophically failed under tension |
| May | Level 2 | NBC w/shop | Hand-wheel suddenly freed and struck him above the eye as he was attempting to free it. |
| July | Phase 2 | Fab. w/shop | Sharp edge of freshly guillotined sheet steel penetrated his glove and cut his finger |
| Sept | Phase 2 | Outside rig | Cut finger on electronic transmitter's sharp metal I.D. label (no gloves) |
| Oct | Phase 1 | Mech w/shop | Insecure workpiece spun around and hit thumb whilst using the pedestal drill. |

Breakdown of minor first aid injuries

| Month | I.D. | Location | Details |
|-------|---------|---------------|--|
| Jan | Phase 2 | Fab. w/shop | Tip of thumb momentarily touched rotating abrasive wheel on pedestal grinder. |
| June | Phase 2 | Fab. w/shop | Hot metal burn to palm of hand. Occurred during hot forming demonstration by T.O. |
| June | Phase 2 | NHH staircase | Tripped over own feet whilst ascending stairs causing him to fall and cut knee. |
| Sept | Phase 2 | Fab. w/shop | Hit top of own head with the end of the pull-down handle as he operated the bench guillotine |
| Sept | Phase 1 | Lect. room | Nose bleed. Struck on nose by colleague's flailing arm during a first aid appreciation course. |
| Oct | Phase 2 | Elec. w/shop | Cut two adjacent fingers when side cutters slipped whilst stripping electrical cable (no gloves) |
| Oct | Phase 2 | Fab. w/shop | Burn to back of hand. Moved hand too close to heat source whilst arc welding. |
| Dec | Staff | Main Office | Knicked thumb whilst using scissors |

Comparison of annual statistics (2012 - 2014)

| Recordable Injuries | 2012 | 2013 | 2014 |
|------------------------------------|----------|----------|-----------|
| Reportable / Lost Time injuries | 0 | 0 | 0 |
| Classified (Hospital Treatment) | 1 | 2 | 6 |
| Minor 1 st Aid Injuries | 2 | 2 | 8 |
| Total | 3 | 4 | 14 |

Other (not included in our end-of-year statistics)

| | | | |
|--------------------------------------|----|----|----|
| Learning Events | 2 | 5 | 1 |
| Near Miss / Unsafe Condition Reports | 57 | 43 | 43 |
| Off-site injuries | 5 | 1 | 2 |

Comparison of monthly injuries (2013 & 2014) (Learning Events excluded)

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|
| No. of Injuries 2013 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| No. of Injuries 2014 | 1 | 0 | 0 | 2 | 1 | 2 | 1 | 0 | 3 | 2 | 1 | 1 |

Comparison of monthly Learning Events (2013 & 2014)

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |
|-------------------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|
| No. of L.E's 2013 | 1 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| No. of L.E's 2014 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |

Comparison of Annual Incident and Frequency Rates (2012 - 2014) (off-site excluded)

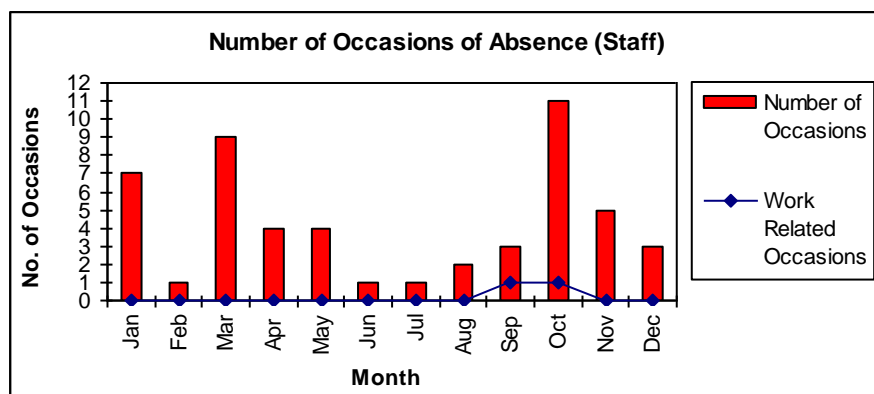
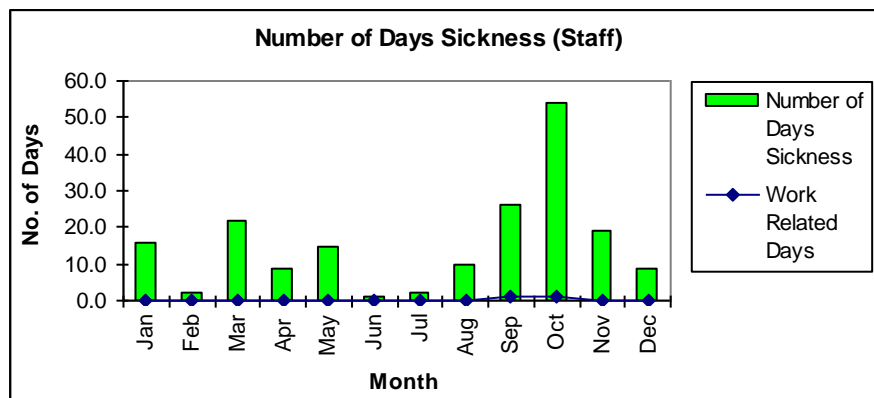
| | 2012 | | 2013 | | 2014 | |
|----------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | Excl. L.E's | Incl. L.E's | Excl. L.E's | Incl. L.E's | Excl. L.E's | Incl. L.E's |
| Incidence Rate | 11.07 | 18.45 | 13.98 | 31.46 | 52.22 | 55.95 |
| Frequency Rate | 5.77 | 9.63 | 8.21 | 18.48 | 30.66 | 32.85 |

2014 Incident Rate = $\frac{(\text{Number of Injuries per year} \times 1000)}{\text{Average number of employees \& learners (268)}}$

2014 Frequency Rate = $\frac{(\text{Number of Injuries per year} \times 1,000,000)}{\text{Person hours worked per year}}$

2. Staff sickness absence 2014

- 2 reported occasions (totalling 2 days) of work-related sickness absence
- Total number of days lost due to sickness absence = 185 days (253.5 in 2013)
- Total number of occasions = 51 (52 in 2013)
- Percentage number of days lost = 1.54% (2.8% in 2013)



3. Key Targets and objectives for 2015

To be decided during the next board meeting in January and announced immediately afterwards.