

## Contractor Safety Performance

Form/ Formulaire #545  
Rev. September 11, 2019

Contractor Name:					
<b>Contacts:</b>	<b>Name &amp; Email Address</b>			<b>Contact Number</b>	
Contractor Contact:					
NB Power Representative					
PO#					
<b>MONTHLY HEALTH, SAFETY &amp; ENVIRONMENT PERFORMANCE</b>					
<b>LAGGING INDICATORS By Business Unit</b>	<b>Monthly Total</b>	<b>Year to Date</b>	<b>LEADING INDICATORS By Business Unit</b>	<b>Monthly Total</b>	<b>Year to Date</b>
High Potential/Near Miss			Safety Talks / Messages		
First Aid Injury			Safety Meetings		
Medical Aid Injury			Orientations		
Lost Time Injury			Site Inspections		
Restricted Work Injuries			Safety Observations		
Lost Work Days			Proactive Reports		
Property Damage			Other:		
Vehicle Incidents					
Environmental Incidents					
Total Person Hours Worked					
Total Recordable Frequency Rate (TRIF)					
<b>REGULATORY COMPLIANCE/INSPECTIONS</b>					
Any regulatory compliance inspections or orders? No <input type="checkbox"/> Yes-details;					

**Reporting Instructions:** Contract companies providing services to NB Power are required to complete this form on a monthly basis. This reporting requirement applies to projects utilizing Tier 1 services. Sub-contractor stats shall be included in the main contractor totals (not reported separately). Each injury/illness should be recorded only once and categorized using the hierarchy below (with the exception of Vehicle related incidents). For example, a Lost-Time Injury that involves Medical Treatment and subsequent Restricted Work shall be categorized as a Lost-Time Injury. The Frequency Rate Calculations (LTF and TRIF) are to be calculated using the formula below. Reports are to be submitted to the NB Power Contract Administrator on the **first Friday of each month.**

**Definitions:**

**High Potential/Near Miss** – An incident which under slightly different circumstances could have resulted in loss to people, property and/or process.

**Proactive/At Risk** – Substandard acts or conditions that are identified before they cause or contribute to an incident.

**First Aid Injury** – The initial and immediate assistance given for illness or injury with minimal or no medical equipment.

**Medical Aid Injury** – A work related injury for which an employee requires medical treatment beyond the requirements of a First Aid. The employee is able to return to work for their next scheduled shift.

**Lost Time Injury** – A work related injury for which an employee is medically determined to be unable to return to work for their next scheduled shift.

**Restricted Work Cases** – When an employee, due to a work related injury or illness, is medically determined to be unable to perform one or more routine functions or unable to work the normal time period of their pre-injury work day, they are working in a “restricted” capacity. Routine functions are the work activities the employee regularly performs at least once a week.

**Lost Work Days** – Total sum of lost days caused by lost time injuries.

**Vehicle Incidents** – Any incident involving a vehicle. If an injury was a result of this incident, it should be captured as such in a separate incident report (First Aid, Medical Aid, Lost Time, etc.)

**Environmental Incidents** – Any incident that results in a release of a substance into the environment that could cause adverse effects, or is a contravention of the terms and conditions of an approval, code of practice or permit and which may result in a public complaint.

**Total Person Hours worked** - The hours employees worked, includes regular time and overtime. Excludes sick, leave or vacation time.

*Frequency Rate Calculations: The industry Standard for injury/ illness reporting is based on 200 000 hours. This base represents the equivalent of 100 employees working 40 hours per week for 50 weeks per year.*

**Total Recordable Frequency Rate (TRIF)** - This frequency rate is based the total number of; Fatalities + Lost Time Injuries + Medical Aids + Restricted Work Injuries which occurred in a calendar year. *The following formula shall be used:*

**TRIF** = (# of Fatalities + # of Lost Time Injuries + # of RWI + # of Medical Aid Injuries) X 200 000 / Total Person Hours Worked