



SAFETY AWARDS SURVEY and INJURY FREQUENCY REPORT SAWMILL AND PLANER MILL

DEFINITIONS

A) Operating Department – includes ONLY sawmill and Planer Mill employees as follows:

Sawmill – any employee involved with the mill or mill production, from log scaler to forklift driver. Anyone who splits time between the sawmill and the other areas would be charged to the sawmill.

Planer Mill – Employees from the drying yard, kilns, etc. through the planer and sheds, and loading trucks.

B) Man-Hours Worked – The total hours worked by all employees in the Sawmill and Planer Mill as previously defined.

C) Lost Time Injuries – Refers to any injury which results in the employee being unable to return to his/her job the next day or any later day following the injury.

D) Number of Days Lost – List the total for each department. In the case of a death, permanent or permanent partial disability, list the details on the lines provided below & on reverse.

The information received from this report is used to determine the annual NELMA Safety Awards. *An accident free year is not a requirement to participate.* All information requested on this survey can be obtained from, and should conform with, annual data you provide OSHA. Please complete this form according to the definitions and instructions noted to the left.

In order to be eligible for the awards, your survey must be received by NELMA no later than **February 24, 2012**. Fax your survey to 207-829-4293 or mail to NELMA at P.O. Box 87A, Cumberland, Maine 04021. If you have questions, please call NELMA at 207-829-6901.

Injury Frequency Report for Year 2011

Company _____
Person Completing Report _____
Email address _____
Phone Number _____

| | <u>Sawmill</u> | <u>Planer</u> | <u>Combined</u> |
|--|----------------|---------------|-----------------|
| Number of Employees (see definition "A") | _____ | _____ | _____ |
| Number of Man-Hours Worked (see definition "B") | _____ | _____ | _____ |
| Number of Lost Time Injuries (see definition "C") | _____ | _____ | _____ |
| Number of Days Lost (see definition "D") | _____ | _____ | _____ |

