



National Coil Coating
Association

SAFETY SURVEY FOR 2009

SAFETY SURVEY
FINAL REPORT

July 2010

Prepared for The National Coil Coating Association

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Introduction

In an effort to provide the NCCA membership with useful and instructive data, the NCCA Environmental, Health, & Safety Committee collects surveys annually from coaters with facilities in the United States. All such coaters are eligible to participate in the survey collection. The main purpose of the survey is to provide members with information that will help them benchmark their own safety performance. In addition, the ideas and philosophies contributed by fellow members may lead to the development of new programs that will enhance safety throughout the industry.

Note that not all participants completed surveys or completed all questions on the surveys. Note as well that the Safety Committee revised the questionnaire in 2010 to provide information that would be more useful to the membership.

In addition to this safety survey, NCCA compiles and distributes to participating companies that provide OSHA 300A forms a Safety Statistics Report.

1. What level of commitment to safety does management have? How is this commitment demonstrated?

A.	Safety is No. 1 at this facility. Leadership Team conducts two safety observations each week. The Plant Pro-Active Safety (PSA) Program holds the Leadership Team accountable to spend time on the floor to actively correct any safety issues that they see, find or make a safety suggestion that they put into action. The monthly goal for each Leadership Team member is to report at least five PSA's per month.
B.	High level of commitment. This is demonstrated through leadership safety tours and various management personnel being sponsors of safety programs.
C.	<p>There is a very high level of commitment to safety from our plant management. Some of the ways our management demonstrates its commitment to safety are:</p> <ul style="list-style-type: none"> • During the daily production meeting that is attended by all plant management, safety is always discussed as the first order of business. • Monthly meetings are held with all department managers, plant managers, and the Director of Operations to discuss progress of safety improvements, audits, and other safety initiatives. • Management requires each department to establish safety goals and holds them accountable to achieve those goals • Management performs safety behavior audits on plant floor employees. • A portion of "Pay-for-Performance" bonuses earned by employees is tied to safety performance.
D.	Safety is documented as the number one core value of our corporation. Performance Reviews, incentive plans, training, and capital project priority are all tied very closely to our safety results. Our safety commitment is demonstrated through a very high level of employee involvement and our financial investment to several areas of our safety programs, including: equipment investment, guarding, employee training, incentive programs and other employee benefits programs. As managers, we believe "if we take care of safety, everything else will successfully follow".
E.	Our commitment to Safety is #1 . This is demonstrated through the outside involvement of Safety Consultants. Te company has instituted several new innovative programs which has had a dramatic decline in lost time accidents.
F.	The plant manager and key leaders in the plant redesigned the safety program for 2010. These leaders are actively involved in safety program on an on-going basis. Their involvement includes conducting "tool box" safety presentations and performing weekly housekeeping inspections.
G.	Safety is number one priority at the plant. Management will not allow anyone to perform tasks they aren't trained for; all management wear PPE when in plant; monthly executive safety meetings with upper management to discuss safety issues.
H.	Management has a high level of commitment to safety. We have implemented a "safety conversation" program so that all employees are required to talk about safety with a co-worker at a minimum of once per month. Also, we have implemented pre-shift meetings to go along with our monthly safety meeting.
I.	Our leadership team has a very strong commitment to safety. Safety work orders and Capital are given the highest priority in the plant. Plant leaders are very active on Safety and 6S committees.
J.	Our facility management team is 100% committed to the Safety of our employees. In addition we have the complete support of our Corporate Office and from our Corporate Safety Team. The Safety Team is comprised of Risk Management, our Safety Director with support from Regional Safety Managers. Audits and Inspections are conducted by our Safety Committee, Regional Safety Manager, and Safety Director. Employee participation activities include our Behavioral Based Safety Program (BBS), Job Safety Analysis (JSA's), Monthly Safety Conversations, Daily Safety Inspections, Daily Tool Box Meetings, etc. We have complete involvement of the plant Safety Committee and conduct Monthly Safety Meetings with all employees. Also we provide job specific

	safety training for all new hires and job transfer employees with everyone receiving retraining on an annual basis.
K.	Safety is management's top priority. It is the first topic of the morning production meeting and is the first topic of each supervisor's pre-shift crew meeting.
L.	High – Increased reporting to parent company, safety audits by parent company and holding individuals accountable for improved safety performance.
M.	Very High level of commitment, they are supportive of all aspects of Safety.
N.	<p>The commitment to safety is at a very high level throughout the corporation starting from the CEO down through to the building and grounds technicians on the facility floor. Resources, whether financial, physical or moral support, are provided as necessary to maintain a safe work environment. The main aim is to promote safety awareness, ensure the use of proper safety equipment and ensure compliance to all plant safety guidelines.</p> <p>The Morning Operations Meeting begins with a discussion of safety. This practice keeps personnel focused on safety concerns. Outstanding safety projects are discussed as well as other safety related issues. As a general rule, this format is followed for most meetings conducted at the facility.</p> <p>A Safety Committee meets on a monthly basis to discuss accidents, incidents, training, safety equipment and other safety related concerns. The committee is designed to consist of a cross section of representatives from several departments.</p> <p>Safety Training consists of general plant safety orientation for new hires and specific departmental required training and OSHA required training where appropriate. An internet based computer system is utilized for most of the required training with additional meetings as necessary to cover other required topics.</p> <p>All employees, contractors, visitors and guests are required, and held responsible, to comply with all plant safety guidelines. Enforcement of safety policies and procedures is the direct responsibility of all managers and supervisors. Management personnel are expected to set the example.</p> <p>Safety awareness is promoted through:</p> <ul style="list-style-type: none"> • Commercially available posters changed weekly • Posting of Safety Committee minutes • Posting of OSHA 300 log • Posting of Plant Incident Rates • Posting of Corporate Safety information • Regular updates to a posting that displays “Days since last recordable” and “Days since last lost time accident” • Regular updates of safety training completion rates on the plant video display as well as selected bulletin boards. • The use of a video display system with terminals throughout the facility to communicate safety topics as well as other pertinent information. • Follow up investigation of near miss incidents and accidents to insure root cause(s) have been identified. • Weekly '5 Minute Safety Meetings' has been developed and topics are distributed to the shift supervisors to keep employees thinking safety. • Regular safety/housekeeping/environmental inspection tours that include taking pictures of areas of concern. The old adage “A picture is worth a thousand words” holds very true. • Shift supervisors assist in completing a Job Safety Analysis for shop floor positions and JSAs are used as training tools

<p>O.</p>	<p>Starting with the President & CEO of the parent corporation, through the President and staff, management is focused on safety at all their facilities.</p> <p>At the Corporate level, they require all the divisional Presidents to report directly to the CEO about safety on a regular basis plus they must notify him of any injuries within 24 hours. The Management bonus system has a significant portion related to the safety record of the division.</p> <p>At the Divisional level, the President, the Staff, Human Resource Managers and Safety Professionals meet for a weekly Safety Consistency Meeting which deals with safety related items. All Safety Alerts (reports of close calls, near misses as well as injuries) are reviewed along with the corrective actions to be taken at all the locations to prevent any similar situation. Representatives of the Staff visit each facility on a quarterly basis to review safety with all the employees.</p> <p>At the Plant level, the Plant Manager is involved with safety on a daily basis. Each facility is required to maintain a program that supports the Key Success factors that have been identified as follows:</p> <ul style="list-style-type: none"> Monthly checklist program – a system to review various safety areas Safety Conversations Employee Involvement and Hourly accountability Celebrations and recognition SHEA meetings
<p>P.</p>	<p>The focus on safety is actively demonstrated by everyone in management beginning with the CEO. All managers are held accountable for setting a positive example, for responding to incidents with a sense of urgency, for safeguarding all hazards and for promoting off-the-job as well as on-the job safety. Our Safety Vision regards all injuries as preventable and seeks a culture where we conform to safety requirements not because we have to but because we want to.</p> <p>Our “Key Success Factors” illustrate management involvement in safety:</p> <ul style="list-style-type: none"> a) Our President leads a “Safety and Consistency Team” each week. The team consists of plant managers, H. R. , and safety personnel. This team oversees policy deployment, reviews recent “Safety Alerts” and incidents to leverage preventive measures, and ensures the consistency of discipline throughout our four locations. b) Managers, supervisors and team leaders publish “Safety Alerts” to quickly inform all employees in the event of an injury or close call. These are distributed via e-mail and posted on bulletin boards. c) At the end of each month, each plant manager submits one of 20 topical safety checklists in order to provide a continuing audit of key safety programs. Most checklists relate to conformance with OSHA and internal standards. Each checklist also asks for the percent of employees who participated in the monthly safety and health training topic and, through effort, 100% has become the norm. d) Utilizing a comprehensive incident database, management tracks and audits whatever preventive measures have been taken as a result of an incident to ensure that the measures remain effective. An “Incident Tracker” report is reviewed each week and, quarterly, our Q. A. department randomly audits

	<p>corrective and preventive measures for past incidents.</p> <p>e) Plant managers support hourly involvement teams at each location.</p> <p>f) “Safety, Health and Environmental Awareness” (SHEA) meetings are held each month at each plant to inform all salaried and hourly employees about current safety and health issues and often utilize a speaker from the community.</p> <p>g) Monthly, the Safety Manager publishes a “Lessons Learned” report to inform everyone of any recordable injuries in the prior month and to summarize what was learned as well as what was done to prevent recurrence.</p> <p>h) The President and his staff meet quarterly in an “Executive Safety Review” to review progress according to a variety of metrics and to recommend adjustments in the various safety efforts.</p> <p>i) Monthly Plant Executive Reviews: Each month, a different plant is toured by two members of the president’s staff who also review local safety metrics and developments.</p> <p>j) Management has actively supported a successful ergonomics program since May 2000. The program includes training at all levels and focuses on improvements through ad hoc departmental ergonomic problem solving teams comprised of hourly employees.</p> <p>k) “Safety Conversations” engage employees by increasing “face time” on the topic of safety both between managers and employees but also between coworkers. Supervisors and department managers are expected to</p> <p>l) A “24/7” safety and health emphasis that is expressed through wellness programs and throughout our training and communications.</p>
Q.	Safety is our number one priority. Our management team upholds the highest level of commitment by providing the appropriate training and guidance to all employees, taking immediate corrective action on any safety concerns, encouraging employee communication and participation and enforcing all Company Safety policy as needed.
R.	Management is committed to providing a safe work environment for everyone setting foot on the premises. All visitors must watch a safety video, and all contractors must attend pre-job safety meetings with the project sponsor. Management has a visible presence on the plant floor & conducts targeted safety inspections. Work orders written to address identified safety hazards are given top priority for resolution.
S.	Company has a level of commitment to prevent injuries to employees and to meet OSHA requirements
T.	Management is very committed to the safety of all employees. Safety meetings are conducted on a monthly basis. A 6S (work place organization) internal inspection is conducted monthly as well. Management also offers a monthly safety incentive when the plant goes accident free for any month during the year. Corporate policy mandates knowledge sharing between all plants should a plant incur an accident. Thorough investigations are completed and all plants must input their follow ups to all accidents (company wide) on the required company-wide drive.
U.	Management is very committed to the safety of all employees at this facility. Safety meetings are conducted on a monthly basis. A 6S (work place organization) internal

	inspection is conducted monthly as well. Management also offers a monthly safety incentive when the plant goes accident free for any month during the year. Corporate policy mandates knowledge sharing between all plants should a plant incur an accident. Thorough investigations are completed and all plants must input their follow ups to all accidents (company wide) on the required company-wide drive.
V.	Management is very committed to the safety of all employees. Safety training and meetings are conducted monthly. Occupational injuries, illnesses, and near misses are shared with all Precoat facilities to minimize similar incidents at other locations and to put proper safeguards in place. In addition, regular safety compliance audits are conducted by the Corporate Safety Staff.
W.	High A new employee's first two days are with the Safety Officer learning and discussing the potential dangers and the safety procedures and equipment in place to prevent injury as they relate to his or her duties. Engineering controls are in place to make the work environment safer and safety equipment/PPE are available to each employee to make their job safer and minimize accidents/injuries. Annual retraining of all employees keeps "Safety" foremost in everyone's mind
X.	Management is very committed. We convene monthly with the union employees to discuss safety concerns and improvements. We make adjustments whenever a new safety issue arises.
Y.	Commitment is low due to economic situation. Safety director is laid off.
Z.	We place a high level of commitment to safety. Our management takes a proactive role in placing our employee's safety as their top priority. We believe that all injuries can be prevented and aspire to "Zero Harm". Management plays the key role in communicating our safety values and building a strong safety culture. Our management makes safety a priority by effectively expressing a strong commitment to safety by: <ul style="list-style-type: none"> • Leading by example; management realizes if they set the example for the desired safety expectations then employees will follow. • Employee Engagement; management encourages and measures employees involvement within safety. • Genuine and personal; management shows a respect for each employee's well being, builds a trusting relationship with employees, and follows up on employee concerns in a timely and professional manner. • Provides clear communication; management provides clear communication on procedures and safety requirements with each employee. Management actively solicits employee input on improving communication with each employee on a regular base. • Sets clear expectations and uses leading indicators for measuring safety; management sets safety performance standards for each employee. Management holds all employees accountable for safety and conducts performance reviews twice a year. • Discipline; management consistently applies a fair and just discipline.
AA.	Commitment to safety is high. Demonstrated by the actions of EHS Steering Committee's willingness to address all concerns through the site's Corrective Action Process.

BB.	Management is completely involved with personnel safety. Each process line manager, area manager, supervisors, and the plant manager are required to perform safety audits weekly. Each manager is required to complete at minimum 1 safety talk and attend 1 safety meeting monthly. Each operator has the opportunity to approach any manager at the facility to discuss safety ideas or problems.
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2. What area or areas (top 1 or 2 priorities) are you approaching with specific focus this year?

A.	Lean Assessments – Safety Kaizens, Housekeeping, Job Hazard Analysis, Standard Work Procedures
B.	Machine safeguarding—in particular in-running nip points
C.	Deployment of “Human Performance” techniques for investigating root causes of injuries and injury free events. Ergonomic Observation Events in all production areas to identify and come up with ideas to control potential ergonomic hazards.
D.	Visual Work Instruction – This is a new format to our existing Job Safety Analysis which provides significantly more detail on specific job tasks. It will include pictures, provide hazard ratings by job, include more detail information on not only the possible hazards of a job, but more detail on how to avoid the hazards. VWI’s will also help identify areas where we should be considered more specialized detail training. Elimination of Hexavalent chrome used in our facility – We will be eliminating the use of chrome based pretreatment products and replacing with chrome-free pretreatment options.
E.	Lost time accidents
F.	<ul style="list-style-type: none"> • Safety awareness through “tool box” safety presentations • Focus on arc flash hazards
G.	Preventing lacerations. Looking at equipment, environment, and training to try to reduce likelihood of lacerations.
H.	We are focusing on improving on more employee participation through demonstrations. We will help our safety committee giving them more tools to work with.
I.	<ol style="list-style-type: none"> 1- We started a mandatory Behavioral Based Safety Program this past year (BBS) where every employee in the plant must hold at least one safety conversation with a fellow employee every month. These conversations are based on each employee in the plant observing a fellow employee doing their assigned task and communicating both positive and negative observations. All forms are reviewed by the Regional Operations Manager and one of the two Safety Committees for substance. Random audits are performed to validate the conversations by safety team members. 2- We designed a one-stop shop communication board which also controls our new LockOut TagOut Program. Twenty of these boards are located throughout the plant and also have the following information on them: Emergency Evacuation Plans, Emergency Alarm Signals, Medical Emergency Numbers, Safety Committee Members, Hazmat Responders, 1st Aid Responders, Bloodborne Pathogens Response Kits, Group LockOut Boxes, and more.
J.	1) 2010 Goal - No accidents or incidents, 2) Using 5-S to provide a clean, organized, and safe work environment for all our employees.
K.	<ol style="list-style-type: none"> 1) Behavior Based Safety- getting employees involved in their own and their co-workers safe work practices through documented and tracked safety conversations (employee to employee) and proactive safety observations (suggestions for safety improvements). 2) Strict attention to safety compliance issues such as machine guarding, LOTO,

	proper PPE usage, identifying and correcting safety hazards, etc.
L.	Electrical Safety and Guarding
M.	Reducing recordable accidents, Lockout/Tagout Program and overall JSA's for entire Facility.
N.	<ul style="list-style-type: none"> • Machine guarding • Fall protection
O.	<ul style="list-style-type: none"> • Employee Involvement • Hand Safety • Fork Lift Safety
P.	<p>In order to take our safety efforts to the next level, we are seeking benchmarks. To that end, we have a significant number of employees attending safety conferences.</p> <p>Utilizing a consultant, we have also begun a pilot program in "Training Within Industry" to improve safety through methodical training for new and transferred employees.</p>
Q.	Our plant operation has changed drastically by becoming solely a Toll Coating facility. In addition to maintaining the Behavior Based Safety focus, we are also concentrating on employee awareness of the new layout of the plant and new traffic patterns for the motorized equipment. Many employees are also working in new positions, and our training goals include complete understanding of all potential safety concerns with that new position.
R.	Facility 5-S programs; Mobile Equipment; Lockout-Tagout
S.	Priority 1: Forklift and Crane safety. Priority 2: Chemical Safety
T.	There is not a particular area, but we have been instructed that we look at all duties that are performed and try and look outside the box and try and eliminate a potential accident. This has been directed to all employees, trying to be proactive instead of reactive.
U.	The Plant Manager has instructed his staff to work as a team to provide guidance to the employees. Should any manager see any type of behavior or job task being conducted incorrectly, that manager should take the time to correct that behavior or job task being conducted. A major focus is to instill the thought process of being aware of one's surroundings and never put one's self in a position for injury.
V.	A major focus is to continue and improve on site specific workplace safety training. Another major focus is behavior based safety. We are continuing to encourage all employees to be aware of their surroundings, watch out for their safety as well as other fellow employees' safety and intervene if they see any unsafe act by other employees.
W.	Employee awareness. I attempt to make each employee look at each task he/she performs and think of ways they can get injured prior to beginning the task. When employees look at the tasks they perform all day long with this frame of mind they automatically work safer.
X.	Improvements to strip break procedures.
Y.	None
Z.	<p>Forklift and Pedestrian Separation Forklift operations are a vital part of our operation. Our goal is to eliminate or significantly reduce pedestrian and forklift interactions. To achieve this goal, management and employees worked together to complete a risk analysis of each area determining where our highest risks are located. Working with employees in each risk area, we have been able to reduce interactions by</p> <ul style="list-style-type: none"> • Changing pedestrian or forklift travel paths • Placing barriers between pedestrian and forklift travel paths

	<ul style="list-style-type: none"> • Identifying and eliminating blind spot where forklift and pedestrian paths interchange • Revised and updated procedures for loading trucks with forklifts • Increased forklift and pedestrian visibility <ul style="list-style-type: none"> ○ Established “hazard Zones” ○ Painted each forklift with high visible colors and painted the counterweight a contrasting color ○ Installed flashing lights on each forklift ○ Employees wear high visible clothing • Conduct audits of processes <ul style="list-style-type: none"> ○ Employee and forklift separation ○ Forklift safety attributes ○ High Visible Clothing Use ○ Forklift Operations <p>Safe Access to Moving Line Equipment</p> <p>We have adopted our corporate company’s Safe Access Code of Practice. The guarding and equipment access requirements in the Code of Practice are stricter than OSHA’s guarding regulation. Steelscape is currently evaluating existing guarding and access to determine if we meet current requirements set in the Code of Practice. Employees are conducting the assessments to determine current risk. For areas identified with risk, Steelscape will be installing additional guarding and evaluating interlocks or methods for conducting tasks outside the risk area. ,</p>
AA.	Coil Storage and Forklift/Pedestrian interactions.
BB.	The focus of this year is Personal Protective Equipment and our Zero Serious Injury Program.

3. What do you believe are the main factors that affect your performance with respect to safety? Please list or describe the top 2 or 3.

A.	Changing work procedures, Resources – personnel
B	Management involvement, union involvement on the safety committee and their input in reporting unsafe conditions and practices.
C	Establishing a culture where safety is discussed prior to every task, especially during upset conditions and before performing infrequently done tasks. Devoting proper time and energy to task specific training of new hire and new to job employees.
D	Management commitment, Employee buy-in and participation – the “you are responsible for your own safety” culture is well established in our plant, and Training
E	Age of Individuals, Years of developed poor working techniques.
F	Safety awareness among senior staff and repairing or upgrading equipment promptly to address safety concerns.
G	Management support, Regular safety meetings and inspections, Training.
H	Total commitment to safety by every employee. Talking about safety every day.
I	Employee involvement – We have 20 employees on two Safety Committees. This represents 20% of our employee population. These employees review and audit all BBS (Behavioral Based Safety) conversations and PSA (Proactive Safety Action) turned in each month by our employees. They follow up on all safety work orders and concerns by our employees. We also have another 10 employees who are active on our 6S Committee, which is 5S adding Safety to make 6S. They also conduct audits throughout the plant to ensure safe organized work areas. Every employee at the site must turn in one PSA and one BBS observation every month. This includes Salary, hourly, manufacturing and office personnel.
J	We are constantly stressing and focusing on Safety with our employees. Because of our commitment to Safety and our involvement on a daily basis our employees know that we have their best interest at heart.
K	<ol style="list-style-type: none"> 1) Excellent safety performance is rewarded (along with other quality and productivity metrics) through quarterly gain sharing. 2) Behavior Based safety program (see above). 3) Annual safety training (online) for all employees.
L	<ul style="list-style-type: none"> • Complacency • Communication • Accountability
M	Cultural change in Safety and carelessness.
N	<ul style="list-style-type: none"> ▪ Consistent safety training ▪ Constant monitoring and auditing of the facility to keep safety in focus ▪ Communication is key to improving anything, safety or productivity
O	<p>Increased employee involvement</p> <p>Safety logo contest</p> <p>Safety banners hung</p> <p>Use of safety logo on all communications</p> <p>Reviewing all safety alerts at SHEA meetings attended by 90% of employees</p> <p>Top Management making safety a priority</p> <p>Making safety a part of every managers review</p>

	<p>Requiring accountability for safety at all locations Making safety a real part of their everyday life Employee Accountability Game Daily game that keeps safety on the minds of employees Minimal rewards given at various intervals.</p>
P	<p>First, “Tone at the top”, i.e., the actions and expectations of the CEO, President, and top management and the translation of those expectations into accountability.</p> <p>Secondly, what I call “cumulative persistence”, i.e., the cumulative impact on our culture from consistently pursuing and improving our Key Success Factors since 2003. “Doing the right things persistently”.</p>
Q	<p>Our focus on Behavior Based Safety, 5S program and excellent employee awareness have been the main contributors to providing our plant with a safe working environment and therefore a commendable safety record in 2009.</p>
R	<p>Above all, the employees are committed to working safely. A comprehensive near-miss incident reporting process is in place, and plant-wide communication of all safety incidents typically occurs within a week.</p>
S	<p>The cost of training, specifically getting employees to the safety classes</p>
T	<p>I would say the main factors that influence our safety record is the mind set of the employees. Employees watching out for one another and making comments that will help employees make safe decisions and not take short cuts that could put an employee at risk.</p> <p>Also we are continuously working on housekeeping to keep the warehouse clean and organized.</p> <p>We post safety alerts from other plants, we will also ask the employees that might be exposed to the same situation if this could happen at our location. This gets the employees input and will sometimes expose a potential hazard that we might not see otherwise.</p>
U	<p>I believe the main factors that affect our safety performance are “the culture” of being aware of one’s surroundings while performing a given task, not taking shortcuts, and following safety protocol. Workplace organization (6-S) and a safety incentive are the second and third factors.</p>
V	<p>Main factors that affect our safety performance is being aware of one’s surroundings and watching out for each others safety, reviewing organization injury and illness alerts, and safety incentives.</p>
W	<p>New Employee Orientation helps employees think and consider safety before they begin to learn the tasks they will be performing.</p> <p>Constant and continuous communication between employees and Safety Officer is necessary. In this way Management is aware of the concerns of employees as they relate to safety. Every employee wants to go home to his/her family the same way they came to work.</p>
X	<p>Keep safety as a key communication point. Regularly audit facility and make adjustments.</p>
Y	<p>Much less overtime is being worked</p>
Z	<ol style="list-style-type: none"> Management Leadership – Management sets the tone for safety by being actively involved with safety and setting the expectations. Employee Involvement – Employee involvement is the cornerstone to strong safety culture. By involving employees, management shows the employees their input is valuable. We have established several employee facilitated committees. We e require 100% employee engagement in monthly safety meetings and conversation participation. Clear Communication – Establishing expectations and clearly communicating is essential.

AA	Commitment of the Leadership – Capitol Projects/Expenditures on Safety Issues; Employee Engagement – 100% Participation in Safety Meetings and Safety Conversation Programs.
BB	Non Compliance of safety practices and shortcuts are 2 factors that can have a negative impact on our safety performance. Both cause tremendous harm to a safety program. Individuals who don't follow the safety procedures completely usually will sustain a near miss or incident. It is important that individuals focus on the job task and perform it according to the safe practice or SOP. As well as evaluating any new task they may face. Persons taking shortcuts are also likely to end up in an incident/accident. When personnel become complacent performing a job task they will often take a shortcut because it is the quickest and easier method to get a job done.

4. Please describe your efforts to involve employees and/or union members in your safety program.

A	-All employees are required to participate on Kaizen Teams (Lean Assessments). Each event focus on safety aspects -All employees are encouraged to correct and report safety hazards when they are found. This is contain in our Pro-Active Safety Program – employees responsibility and “law of Opportunity”. -Daily Pre-Shift meetings and safety talks.
B	Again, union employees fill out and return safety cards monthly. Union employees are also involved on the safety committee as well as pre- and post- setups of new equipment.
C	Employees are part of safety teams, committees and survey teams. Employee suggestion system is established. Employees whose suggestions are implemented are recognized and rewarded by the company. Monthly safety crew meetings are held which give employees a forum to report and discuss any observed safety hazard to their supervisors.
D	Employees are involved in all areas of our safety programs. Employee involvement is the most successful part of program. We have an employee safety committee, employees perform daily shift stretching and safe huddles at the beginning of each shift. Employees participate in accident investigations for all ANI's and injury cases. Employees write all of their own Job Safety Analysis / Visual Work Instructions. Training is given to all plant employees in all areas of our programs whether it be Lock Out Tag Out, Hazard Communication, Hearing Protection, etc. Often times our employees are actually performing the training. The operation is also expecting its OSHA Star VPP recertification in 2010. During the recertification process we were once again recognized for “Best In Class Employee Involvement”.
E	The company has implemented a “Tool Box Talk Program”. These are one on one training sessions where the hazards of each employee's job are discussed. This also allows the employees to discuss any Safety Items they may have as a concern.
F	Our safety bonus program covers all employees at the facility. Individual employees must complete their OSHA required training and avoid safet-related disciplinary action in order to receive their quarterly safety bonus. Our safety committee meets monthly and is composed of four hourly and four salaried employees.
G	Safety committee. All employees know that they can come to the Safety Coordinator with issues without fear of repercussions.
H	Safety committee involvement. There are not any supervisors on safety committee. Safety demonstrations. The implementation of a 5s program Rewards for doing well in safety.
I	We are non-union. See answer to # 3 for involvement.
J	Our Safety Committee is comprised of both hourly and salary members working together to identify and resolve issues as they arise. The committee meets twice monthly resolving old business while discussing new items. The goal of the committee is open communication through employee

	participation and awareness. We are empowering employees through active involvement.
K	In addition to the monthly safety conversations and proactive safety suggestions (1 each per employee per month) and the pre-shift crew meeting safety talks, we have one safety meeting per month. There is also a Safety Committee of hourly employees that meet every 2 weeks to discuss all of the submitted safety conversations and proactive safety observations. The committee prioritizes the “to-do” lists, enters work orders as needed, and tracks the completion of the tasks.
L	<p>Participation in Safety Committee</p> <p>Participation in safety walkthroughs</p>
M	We have a number of programs which involve the union employees, suggestion program, Focus On Safety Program, We Celebrate Safety Program and there are 14 union members on our committee.
N	<ul style="list-style-type: none"> ▪ Monthly safety committee meetings ▪ Communication, get ideas and concerns identified before making changes and get feedback following changes and adjust where necessary
O	<ul style="list-style-type: none"> • SHEA monthly meetings – Safety, Health, Environmental Awareness • Union Safety Committee • Small groups to deal with specific safety problems • Review of all Safety Alerts from all Nichols Aluminum facilities
P	<p>In our “Key Success Factors” above, see items b), e), f), G), i), j), k), and l).</p> <p>We involve employees through various kaizen teams. Every kaizen is expected to find at least three safety improvements.</p> <p>We also have an hourly safety team that meets weekly.</p> <p>Our ergonomics teams have been very successful in reducing the number and severity of musculoskeletal disorders.</p>
Q	Our plant relies on Behavior Based Safety and all employees are encouraged to participate on the joint Safety Team. In addition, management provides an open door policy and all employees are welcome to communicate any safety concerns directly. Corrective action forms are also easily accessible for initiating a safety need.
R	Employees participate in toolbox safety meetings as well as on safety teams and in the plant 5-S program.
S	Employee involvement in the Safety Committee. Sending employees to “sister” plants to work with similar equipment scheduled to be installed at our facility.
T	<p>Employees are informed that there will be a safety meeting and if they have anything they would like to have discussed please let someone on the safety committee know or join the meeting if the schedule will allow.</p> <p>Also as stated in the previous question we will get the employees input for safety alerts that have been issued from other Precoat facilities. I feel that this gives the employee some ownership in our safety record.</p>
U	Two union members attend safety meetings, 6S inspections and are involved in two safety walk throughs during each month. A union member is also involved in drawing employee names for monthly safety incentive program when the plant goes accident free for any given month.

V	The monthly safety meetings and training sessions encourage interaction between the employees concerning safety and safety performance.
W	As stated in No. 3 continuous communication between employees working in and around equipment and the Safety Officer to relay those concerns to management for solutions
X	The safety committee meets with management monthly and performs some of the responsibilities for plant safety. We have gainsharing and incentive plans that reward employees financially for being accident free. This includes plant cleanliness initiatives.
Y	None
Z	We strive for 100% employee involvement in safety. We require all employees to conduct at least one safety conversation and attend at least one safety meeting per month. During the last year, we have averaged over 245 employees per month completing their required conversation and attending at least one safety meeting. Employees receive a monthly performance bonus if all employees achieve their monthly safety conversation and meeting requirements. We also offer other incentives for employees that go above and beyond their safety requirements. We have a number of committees that are employee facilitated. Management provides these committees with the necessary resources to be successful.
AA	Safety Action Team Safety Conversations and follow up with Corrective Actions.
BB	During safety meetings employees have the opportunity to discuss ideas and problems that affect their safety. These ideas are discussed in the PACT Meeting or during the audits that managers perform. If actions/engineering efforts/PPE are required or needed they are addressed immediately. The Zero Serious Injury Program that our company is doing is guided by the plant personnel. Each person of the plant has an opportunity to list an area or activity that they believe will or could potentially cause someone serious bodily harm. These areas/activities were addressed by management. Some areas needed further engineering or were listed as a capital project that would need planning and financial efforts to correct. Any area/activity suggested by personnel was taken serious and addressed in some way.

5. For the recordable injuries reported on the OSHA 300 form for 2009, categorize the predominant nature of each injury and provide the total number for each type listed below:

A

- ___ Amputation
- 1 Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- ___ Cut/Laceration
- ___ Foreign Body
- 2 Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- ___ Strain/Sprain, Acute
- ___ Other (Describe)

B

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 1 Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute
- ___ Other (Describe)

C

- 0 Amputation
- 0 Bruise/Contusion
- 0 Burn, Chemical
- 0 Burn, Thermal
- 0 Cut/Laceration
- 0 Foreign Body
- 1 Fractured Bone
- 0 Hearing Loss
- 0 Heat Stress
- 0 Puncture
- 0 Skin Disorder
- 0 Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute
- 0 Other (Describe)

D

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical

- Burn, Thermal
- 2 Cut/Laceration
- Foreign Body
- Fractured Bone
- 5 Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- 1 Other (Describe): Crushing Injury

E

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- 1 Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute
- Other (Describe)

F

- 0 Amputation
- 1 Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- 5 Cut/Laceration
- 3 Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (Describe)

G

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- 2 Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute
- Other (Describe)

H

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (Describe)I

I

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (Describe)

J

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (Describe)

K

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- Cut/Laceration
- Foreign Body
- Fractured Bone

- 0 Hearing Loss
- 0 Heat Stress
- 0 Puncture
- 0 Skin Disorder
- 1 Strain/Sprain, Cumulative
- 0 Strain/Sprain, Acute
- 0 Other

L

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- ___ Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- 1 Skin Disorder
- ___ Strain/Sprain, Cumulative
- 3 Strain/Sprain, Acute
- ___ Other

M

- 1 Amputation
- 1 Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 8 Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- 9 Strain/Sprain, Acute
- Other(Describe) Fatality

N

- ___ Amputation
- 1 Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 1 Cut/Laceration
- ___ Foreign Body
- 1 Fractured Bone
- 1 Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- 2 Strain/Sprain, Acute
- ___ Other (Describe)

O

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 3 Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- 1 Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute
- ___ Other (Describe) Slip and Fall

P

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- **Cut/Laceration: 1 minor cut to the scalp requiring medical treatment only.**
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- **Strain/Sprain, Acute: 1 back strain requiring work restrictions.**
- ___ Other (Describe) These were our only two recordable injuries.

Q

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 2 Cut/Laceration:
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- 1 Strain/Sprain, Acute:
- ___ Other (Describe)

R

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- 1 Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss

- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (

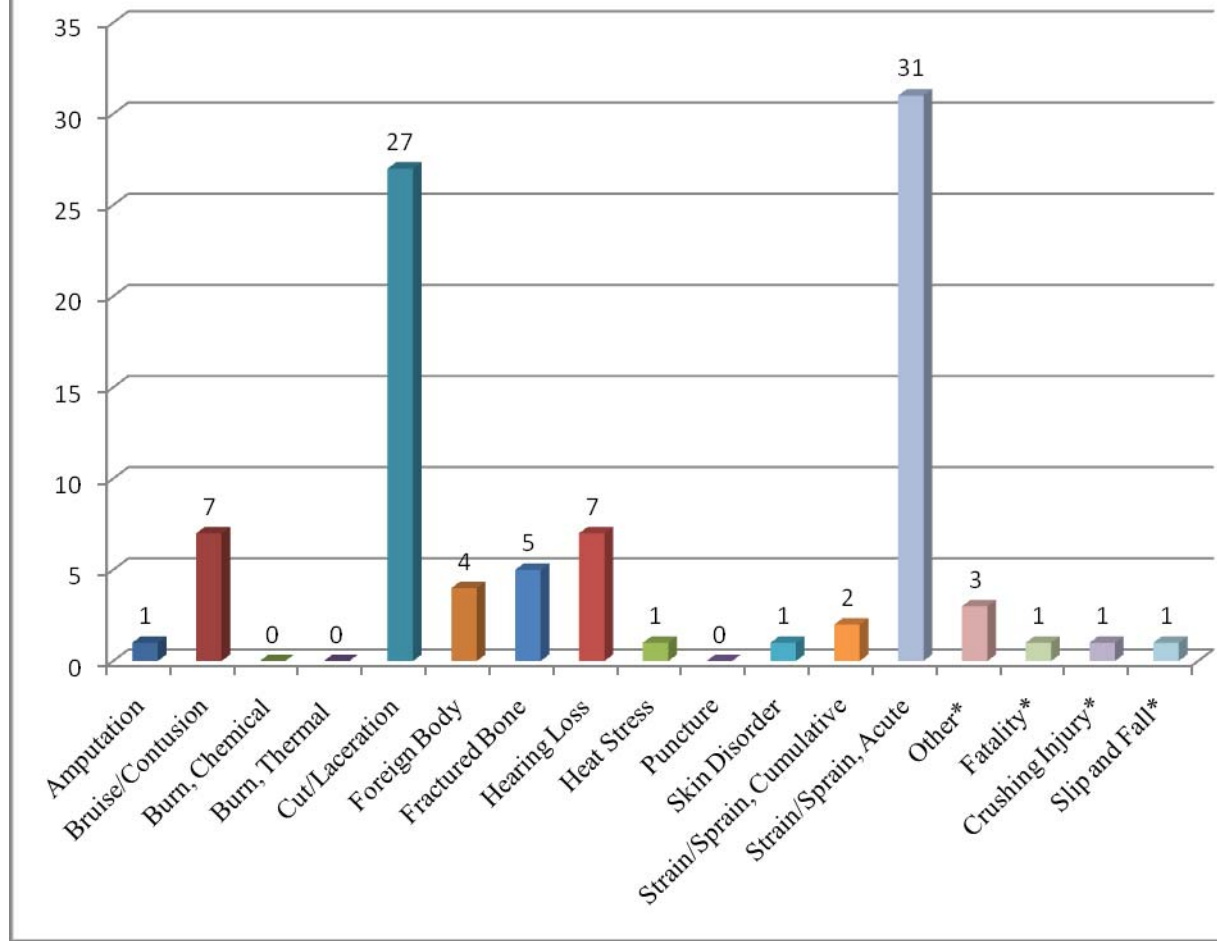
S

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- 1 Cut/Laceration
- Foreign Body
- Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- 2 Strain/Sprain, Acute
- Other

T

- Amputation
- Bruise/Contusion
- Burn, Chemical
- Burn, Thermal
- 2 Cut/Laceration
- Foreign Body
- 1 Fractured Bone
- Hearing Loss
- Heat Stress
- Puncture
- Skin Disorder
- Strain/Sprain, Cumulative
- Strain/Sprain, Acute
- Other (Describe)

2009 Reported Injuries



Description of Lost Time Accident/Injury: (For 2009 only)	Action taken to remedy problem or cause: Please include any information on the implementation of new regulations, procedural changes for operations, or staff training/notification.
Fractured wrist from slip and fall injury	Clean-up all wet floors immediately, Repair all roof leaks
Fractured lower leg from being caught under roller	Installed guarding around roller and install guard over the top of the moving strip.
While walking in a shipping aisle, employee was struck by counterweight of lift truck that was backing out of a skid storage trailer	<ul style="list-style-type: none"> • Plant Manager conducted meetings with all employees 4/9/2009 • All supervisors conducted safety huddles reviewing the pedestrian safety rules from the plant safety manual with all plant employees • All supervisors conducted safety huddles reviewing lift truck operator rules from the plant safety manual • RPM (Maintenance) request submitted to have lines painted and signs posted for a designated walkway in the shipping aisle. Complete and communicated to employees 8/6/2009 • RPM (Maintenance) request submitted to replace burned out light above Shipping Door #6
Strain on Left Shoulder	The job was changed from a 1 man job to a 2 man job.
Laceration to base of right thumb from stitch requiring stitches, restricted duty for 3 days	Reviewed gloves in use; did away with leather gloves and replaced with Dyneema gloves with better cut protection.
Employee strained his shoulder while putting a five foot pipe away in the maintenance department. The pipe weighted around 50 lbs.	Plant wide meetings were held with all personnel instructing them to always ask for help when lifting odd shape or heavy objects. We had video footage of the incident and had the Safety Committee review it. Final outcome was the employee should have asked for assistance when handling the pipe.
Employee injured shoulder while lifting a propane tank onto a forklift (replacing the propane tank)	Arm that would lift the tanks into place.
Strained knee getting off forklift	Created training of how to properly mount and dismount a forklift
Employee lost two fingers	Revamped the lockout tagout procedure and retrained all operators doing this job
Strained back while remove a roll	Not sure when or how the accident took place
Laceration to hand while pulling a lead strip	Upgrade the PPE and the procedure for pulling a lead strip
Strained knee while walking	Not sure how the accident took place
Contusion, left hand/Sprain left wrist. Employee shoe caught a highpoint on the turnstile causing him to trip and fall on his left hand.	Removed all high points on turnstile and eliminated all trip hazards
Contusion, left foot. After banding a coil employee walked across the turnstile; coworker pushed the button for the skid pusher causing employee's foot to become caught between the skid pusher and skid.	Changed location of control panel to allow operator to see turnstile before and during operation
Hand caught in pinchroll at payoff	Several pinch point guards enhanced in this area and similar areas, procedural changes involving steel strip handling (use of mechanical means rather than hands to manipulate strip), 5 minute safety topics (pinchpoints, strip handling, general awareness)
Slip on freshly mopped floor, resulting in a torn shoulder ligament	Floor cones to indicate wet floor, control access to area when cleaning, general employee awareness of surroundings

Lacerated finger with cut tendon from pushing metals at the cut-to-length sheer	Purchased and installed new hold down bar to prevent metal from jamming.
Employee had the 4th & 5th toes fractured on his left foot after a fellow employee struck his foot with a forklift	A job safety instruction was drafted and implemented for operating forklift. This accident and jsi were covered during the annual safety training in 2009.
Slipped on ice in parking lot, twisted knee, tore tendon	Maintenance to be more diligent in clearing lot of ice
Twisted knee unloading paint from truck, tore meniscus	None
An employee got his foot caught in a pinch point while loading a coil.	The employee admitted the incident was his fault and that if he had been watching where he placed his foot, the incident would never have happened. The employee was disciplined for committing an unsafe act and put through refresher safety training.
An external company's truck pulled away from the loading dock while an employee was still loading the truck causing the employee and his forklift to fall off of the loading dock.	The external company fired the truck driver that caused the incident.
Strained back while remove a roll	Not sure when or how the accident took place
Laceration to hand while pulling a lead strip	Up grade the PPE and the procedure for pulling a lead strip
Strained knee while walking	Not sure how the accident took place
Contusion, left hand/Sprain left wrist. Employee shoe caught a highpoint on the turnstile causing him to trip and fall on his left hand.	Removed all high points on turnstile and eliminated all trip hazards
Contusion, left foot. After banding a coil employee walked across the turnstile; coworker pushed the button for the skid pusher causing employee's foot to become caught between the skid pusher and skid.	Changed location of control panel to allow operator to see turnstile before and during operation
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Slip on freshly mopped floor, resulting in a torn shoulder ligament	Floor cones to indicate wet floor, control access to area when cleaning, general employee awareness of surroundings
Fractured wrist from slip and fall injury	Clean-up all wet floors immediately, Repair all roof leaks
Fractured lower leg from being caught under roller	Installed guarding around roller and install guard over the top of the moving strip.
Strain on Left Shoulder	The job was changed from a 1 man job to a 2 man job.
Laceration to base of right thumb from stitch requiring stitches, restricted duty for 3 days	Reviewed gloves in use; did away with leather gloves and replaced with Dyneema gloves with better cut protection.
Employee strained his shoulder while putting a five foot pipe away in the maintenance department. The pipe weighted around 50 lbs.	Plant wide meetings were held with all personnel instructing them to always ask for help when lifting odd shape or heavy objects. We had video footage of the incident and had the Safety Committee review it. Final outcome was the employee should have asked for assistance when handling the pipe.
Employee injured shoulder while lifting a propane tank onto a forklift (replacing the propane tank)	Training on safe lifting, getting help. Also, looking into installing an arm that would lift the tanks into place.
Strained knee getting off forklift	Created training of how to properly mount and dismount a forklift
Employee lost two fingers	Revamped the lockout tagout procedure and retrained all operators doing this job

<p>While walking in a shipping aisle, employee was struck by counterweight of lift truck that was backing out of a skid storage trailer</p>	<p>Plant Manager conducted meetings with all employees 4/9/2009 All supervisors conducted safety huddles reviewing the pedestrian safety rules from the plant safety manual with all plant employees All supervisors conducted safety huddles reviewing lift truck operator rules from the plant safety manual RPM (Maintenance) request submitted to have lines painted and signs posted for a designated walkway in the shipping aisle. Complete and communicated to employees 8/6/2009 RPM (Maintenance) request submitted to replace burned out light above Shipping Door #6</p>
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APPENDIX A



National Coil Coating Association

March 23, 2010

NCCA BULLETIN NO. 54-10 (E)

TO: ENVIRONMENTAL HEALTH & SAFETY COMMITTEE
COATER MEMBER SAFETY REPRESENTATIVE

SUBJECT: Safety Data Collection

For many years, NCCA has been collecting accident-related information from its coater member companies with facilities in the U.S. This data has been used primarily to help NCCA members benchmark their operations against the coil coating industry in general and to benchmark the industry against other industries. The data is also used to select the finalists in the annual NCCA Safety Award Program for those companies that choose to participate in the award process.

The Safety Committee has revised the questionnaire for the 2010 Safety Program in order for the information obtained from the questionnaire to be more valuable to members and to expand the safety award program to give two additional awards: "most improved" and a special award to a company that demonstrates exemplary practices in a select category related to safety. The category for this year's special award is "Employee/Union Involvement." As you will note, a question that pertains to "Employee/Union Involvement" is included in the questionnaire.

Please return the questionnaire and a copy of your company's completed OSHA 300 or 300A form for 2009 to the NCCA office by **April 15, 2010**. If you did not participate in this program last year or did not provide historical data, you must submit 300 or 300A forms for 2009 and the previous three years, as well.

As with all NCCA data collection efforts, we will maintain your company's anonymity by keeping all submitted information completely confidential and releasing the aggregate information only. The data you submit will be used by staff only to prepare the annual safety report. **Only those members who provide 300 or 300A forms will receive the details statistical report.**

If you would like your company to be considered as a candidate for the Annual NCCA Best Safety Practices Award, please complete the attached release form authorizing NCCA to share your company data with the Safety Committee under the following guidelines:

- the Safety Committee will review anonymous data only for the top ten participating facilities.
- only after the committee has identified the top five participating facilities will the identity of those facilities be revealed, and only to the committee members.
- representatives of the top five participating facilities will be interviewed, and plant visits will

be arranged in order to select the winner of the award.

All companies that submit data will be considered candidates for the "most improved" and "Employee/Union Involvement" awards as these awards do not require plant visits.

If you are not the individual within your company who should receive this information, please forward this information to the appropriate individual and advise our office so our records can be changed accordingly.

If you have any questions regarding data collection or reporting, please contact NCCA Headquarters at (216) 241-7333 or via e-mail at ncca@coilcoating.org.

Thank you for your participation in this very important program. **Please remember the information is due at headquarters by April 15, 2010.**

Sincerely,

A handwritten signature in black ink that reads "R. Johnson". The signature is written in a cursive style with a large, prominent "R" and a long, sweeping underline.

R. CHRISTOPHER JOHNSON

RCJ/ls
ncca
attachment
cc: Official Representatives

Appendix B

Safety Data

Please complete this form and return it **via e-mail** with your plant's **OSHA 300 or 300A** form for 2009. **PLEASE SUBMIT A SET OF FORMS FOR EACH PLANT.** Copy this form as necessary. Please return these forms no later than **April 15, 2010**. You will receive a compiled report detailing aggregate results. **All individual company information will be kept confidential.**

Company Information:

Plant Information (if different from Company Information):

Company Name: _____

Plant Name: _____

Address: _____

Address: _____

Contact Person: _____

Contact Person: _____

Telephone: _____

Telephone: _____

E-mail: _____

E-mail: _____

Part I. In order to better compare safety performance between companies, it is important to understand the number of employees that are employed in the coil coating operation versus other positions in the company. Please provide your best estimate of the average number of employees in each job group for the pervious year. If the actual hours worked for each job group is readily available, please provide that information as well, otherwise the committee will estimate these numbers based on the total hours worked for the facility.

2009:	Average Number of Employees:	Total Hours Worked:
Coil Coating Employees	_____	_____
Other Plant Employees	_____	_____
Administration/ Office Employees	_____	_____
Total*	_____	_____

**Please provide the total number of hours and number of plant employees, if you are unable to break out hours by plant/office.*

PART II. Please read each question carefully and answer candidly. Your answers will be kept confidential and will be reported in the aggregate. These questions are intended to assist member facilities with enhancing their current safety programs.

6. What level of commitment to safety does management have? How is this commitment demonstrated?

7. What area or areas (top 1 or 2 priorities) are you approaching with specific focus this year?

8. What do you believe are the main factors that affect your performance with respect to safety? Please list or describe the top 2 or 3.

9. Please describe your efforts to involve employees and/or union members in your safety program.

10. For the recordable injuries reported on the OSHA 300 form for 2009, categorize the predominant nature of each injury and provide the total number for each type listed below:

- ___ Amputation
- ___ Bruise/Contusion
- ___ Burn, Chemical
- ___ Burn, Thermal
- ___ Cut/Laceration
- ___ Foreign Body
- ___ Fractured Bone
- ___ Hearing Loss
- ___ Heat Stress
- ___ Puncture
- ___ Skin Disorder
- ___ Strain/Sprain, Cumulative
- ___ Strain/Sprain, Acute
- ___ Other (Describe)

APPENDIX C

2009 Report Participants

(35 Plants)

3A

Aleris

American Metals

Centria

First American Resources

Metal Coaters

Mitsubishi

MSC

Nichols

Plygem

Precoat

Prior Coated Metals

Roll Coater

Steelscape

Ternium

SDI