



SAFETY DATA FOR 2004

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❖ FINAL REPORT ❖  
June 2005

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Report Prepared for The National Coil Coating Association by  
Thomas Associates, Inc. Statistics Department

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## Introduction

In an effort to provide the NCCA membership with useful and instructive data, the NCCA Government Relations Committee (now the Environmental, Health, & Safety Committee) initiated the *Safety Data Collection Project* in 1997. The main purpose of this project is to track employee injury and illness rates for active member companies on an annual basis, so that the rates can be used as a safety benchmark. Currently, OSHA and the National Safety Council do not provide data exclusively on coil coaters, making it difficult for a coil coater to determine how their employee accident history relates to the accident history of other coil coaters.

## Methodology

This year, NCCA asked active member companies operating within the U.S. to submit safety data for 2004, 2003, 2002, and 2001 for comparative purposes. It is important to note that non-U.S. companies are unable to provide OSHA data; therefore, only U.S. member companies were able to provide the OSHA 300 form for 2003 and 2004 and the OSHA 200 form(s) for 2001-2002. Company representatives were asked to provide some additional information regarding the number of employees, hours worked at their facility and descriptive information for each accident or injury which resulted in lost time away from work. This procedure is similar to the one conducted in the initial year of the study. Further, member companies were asked to list actions taken to remedy the problem or cause of each accident or injury and to provide general information regarding their plant's safety program.

For reference purposes, a copy of an OSHA 300 form, the solicitation letter and the Safety Data 2001-2004 Survey are contained in Appendix A, B, and C, respectively. A list of participating companies that submitted data for this report appears in Appendix D.

For questions regarding data collection or findings of this report, please contact Christopher Johnson of Thomas Associates, Inc. located in Cleveland, Ohio.

## How to Read this Report

### *Ratios*

All ratios included in this report have been derived using the data submitted by participating companies. All individual company ratios were computed first, and then means, medians and quartiles were computed. The number of responses for which means, medians and quartiles are based is also reported.

### *Percentages, Means, Medians and Quartiles*

Percentages are derived by dividing the number of responses per category by the total number of the responses to the survey. Percentages are shown in whole percents. It is important to note that multiple responses were allowed for some survey questions; therefore, some percentages will not total to 100%.

Means (averages) were derived by adding the ratios and dividing by the total number of responses. Medians represent the midpoint below which 50% of the ratios lie when the values are arranged in order of magnitude. The Lower Quartile (25th percentile) represents the point below which 25% of the ratios lie; and the Upper Quartile (75th percentile) represents the point below which 75% of the ratios lie when the values are arranged in order of magnitude.

## How to Read this Report (continued)

### *Computations*

Listed below are the computations used to derive the ratios shown in this report. The data were derived from the OSHA 300 form and the total number of hours worked (plant and office hours) during the period submitted for 2004, 2003, 2002, and 2001. In order to ensure accurate benchmarking, data from the OSHA 200 forms was derived and then converted to reflect the information requested from the OSHA 300 form. This year, ratios are listed in one section of the report using injury and illness data combined.

- ◆ **Injury/Illness Incidence Rate** [(number of injuries and illnesses x 200,000)/total number of hours worked during the period]  
*for example, for injuries/illnesses:* [sum of column M1, M2, M3, M4 and M5 from OSHA 300 form x 200,000/total number of hours worked]
- ◆ **Lost Workdays Incidence Rate** [(number of lost workdays x 200,000)/total number of hours worked during the period]  
*for example, for injuries/illnesses:* [sum of columns K and L of OSHA 300 x 200,000/total number of hours worked]
- ◆ **Average Lost Workdays per Total Lost Workday Cases** [total lost workdays/total lost workday cases]  
*for example, for injuries/illnesses:* [sum of columns K and L/sum of columns H and I of OSHA 300]
- ◆ **Average Days Away from Work** [total days away from work/total cases involving days away from work]  
*for example, for injuries/illnesses:* [sum of column L/sum of column H of OSHA 300 form]
- ◆ **Lost Workday Cases** [(number of lost workday cases x 200,000)/total number of hours worked during the period]  
*for example, for injuries/illnesses:* [sum of columns H and I of OSHA 300 x 200,000/total number of hours worked]
- ◆ **No Lost Time Cases** [(number of no lost time cases x 200,000)/total number of hours worked during the period]  
*for example, for injuries/illnesses:* [sum of column J of OSHA 300 x 200,000/total number of hours worked]

**How to Read this Report (continued)****Number of injuries:**

- ◆ Column M1 of OSHA 300 form

**Number of illnesses:**

- ◆ Columns M2, M3, M4 and M5 of OSHA 300

**Number of injuries in addition to illnesses:**

- ◆ Columns M1, M2, M3, M4 and M5 of OSHA 300 form

**Number of lost workdays due to injuries and illnesses:**

- ◆ Columns K and L of OSHA 300 form

**Lost workday cases due to injuries and illnesses:**

- ◆ Columns H and I of OSHA 300 form

**Days away from work due to injuries and illnesses:**

- ◆ Column L of OSHA 300 form

**Cases involving days away from work due to injuries and illnesses:**

- ◆ Column H of OSHA 300 form

**Number of no lost time cases due to injuries and illnesses:**

- ◆ Column J of OSHA 300 form

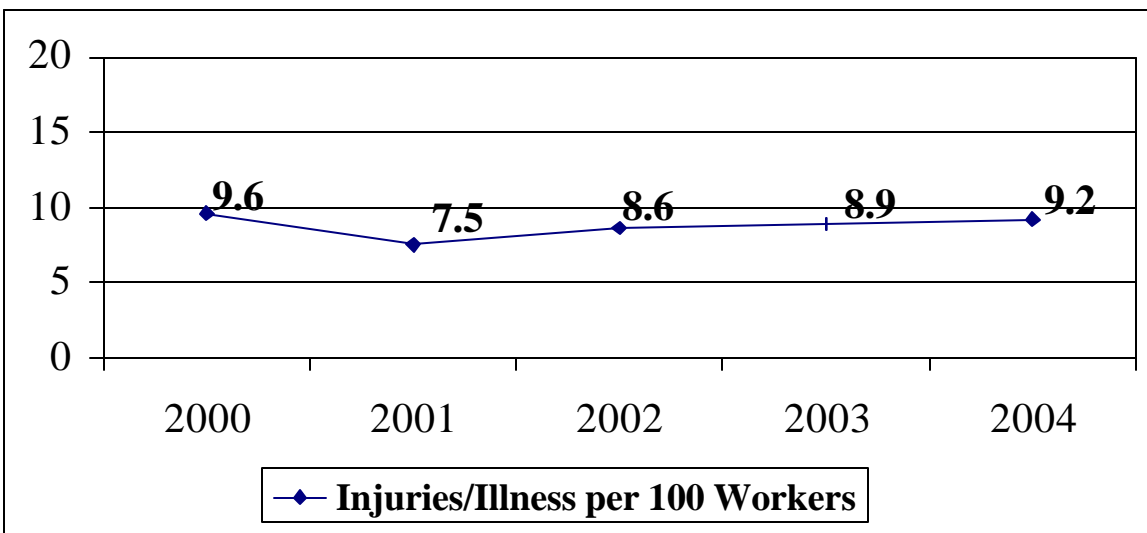
*\*Please note not all companies submitted data for all years. The total number of responses on which data is based is noted in the column identified as "Number of Responses."*

## Executive Summary

### Trends

In 2000, participating coil coaters reported the highest average injury/illness incidence rate (9.6) compared to the remaining four reporting years (see Graph I. Below). The lowest average injury/illness incidence rate (7.5) was reported in 2001. There was a steady increase in the average injury/illness incidence rate between 2002 and 2004. The five-year average injury/illness incidence rate is 8.8, according to member companies.

**Graph I. Average Injury/Illness Incidence Rate by Year**



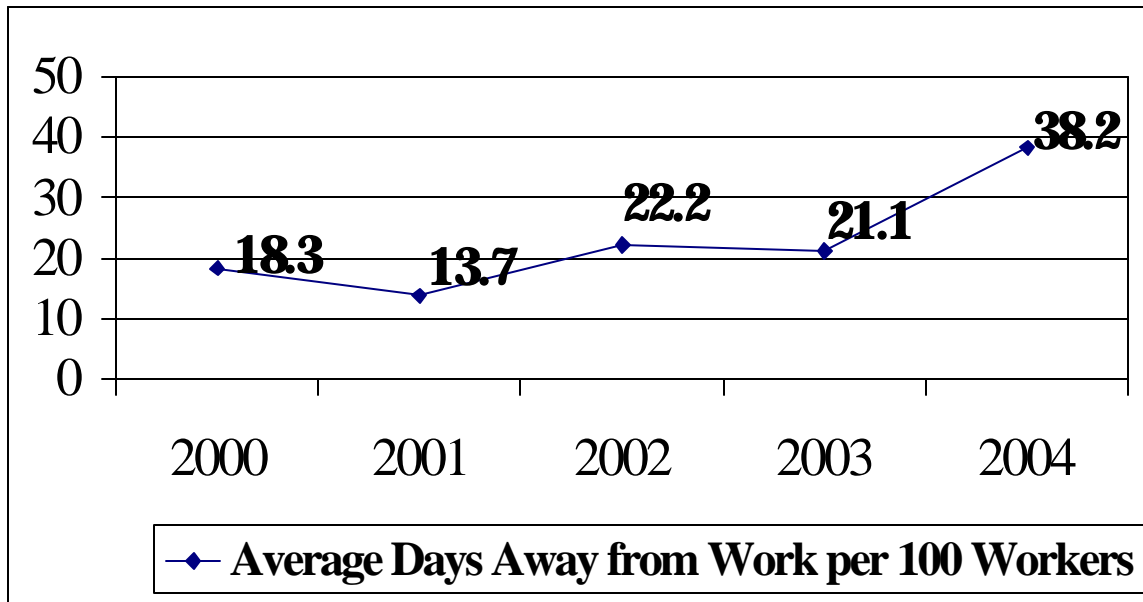
From 2000 to 2004, the median injury/illness incidence rate decreased from 8.0 to 6.7, with a five year average median injury/illness incidence rate of 7.4.

The median lost workday incidence rate was 65 days (rounding to the nearest whole number) in 2000 compared to 101 lost workdays in 2004. The lowest lost workdays incidence rate was reported in 2001 (63 days). In comparison, the highest median lost workdays incidence rate was 124 days in 2002. The five-year average median lost workday incidence rate was 88.

In addition, the median number of days away from work, which is the average number of days away from work per the total number of cases away from work, decreased from 4.8 in 2000 to 3.0 in 2001, but increased to 18.0 in 2002. This decreased to 0.0 in 2003, but increased to 10.5 in 2004. The highest median average number of days away from work was reported in 2002 (i.e., 18 days). *Please refer to page eight of this report to further review median results.*

From 2000 to 2004, the average number of days away from work due to injuries/illnesses is displayed graphically below. The highest average number of days away from work is reported in 2004 (38.2 days), which is higher than any other year.

**Graph II. Average Number of Days Away from Work by Year**



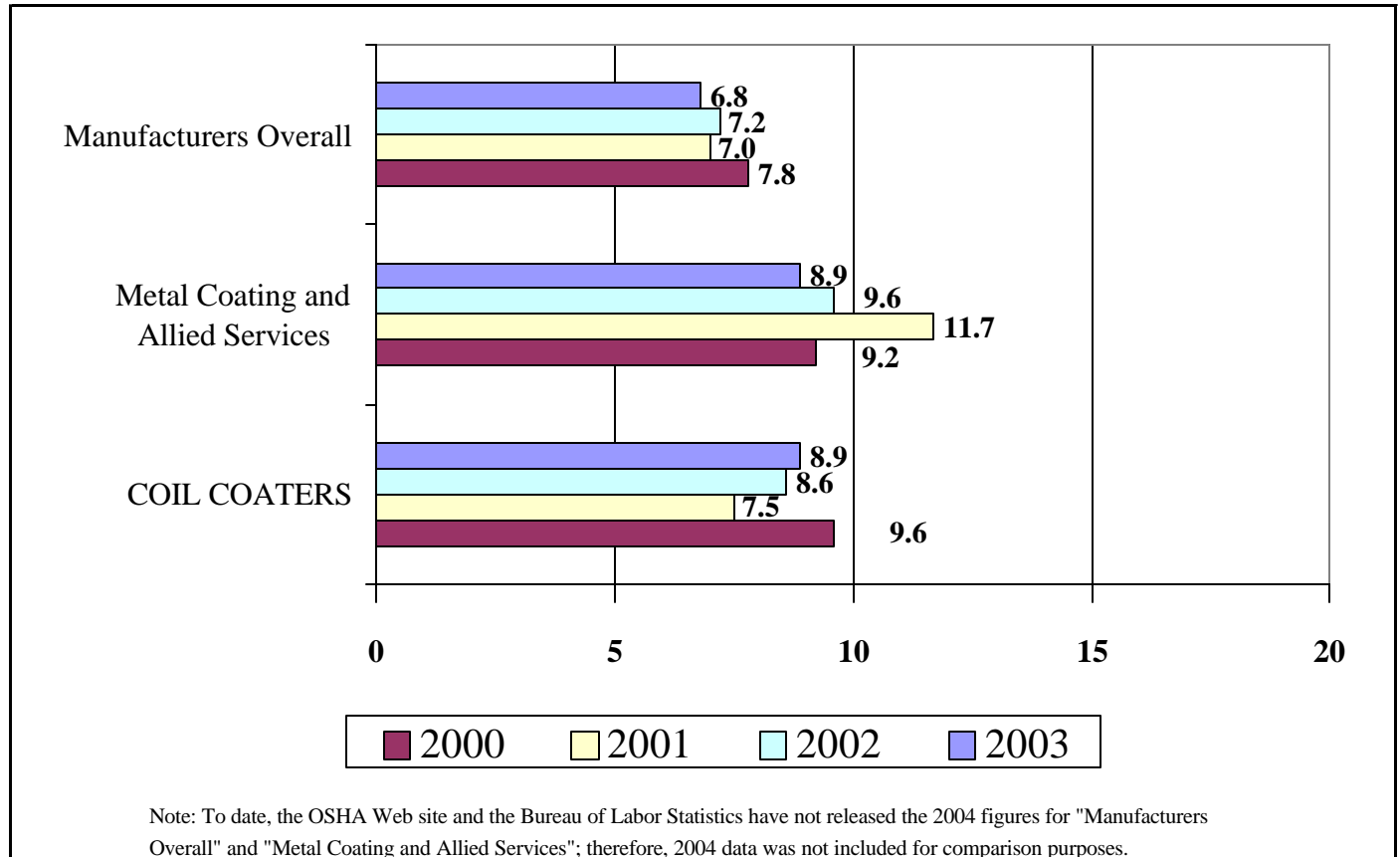
#### *How Do Coil Coaters Compare?*

The graph on the following page depicts **average incidence rates of nonfatal injuries and illnesses** for 1) manufacturers overall, 2) companies within the metal coating, engraving (except jewelry and silverware), and allied services to manufacturers category (NAICS Code 332812; *previously SIC code 3479*), and 3) coil coaters participating in this study.

Coil coaters performed similarly to the metal coating, engraving, and allied services industry and lagged manufacturers overall over the period covered in the graph.

Executive Summary (continued)

**Graph III. Average Injury/Illness Incidence Rates by Year**



A comparison of the lost workday cases (due to injuries) for 2003 and the injury/illness incidence rate for 2003 appears in the table below.

	Injury /Illness Incidence Rate	% difference from coil coaters...	Lost Workdays Cases	% difference from coil coaters...
Manufacturers Overall	6.8	-23.6%	3.8	-35.6%
Metal Coating, engraving (except jewelry and silverware), and allied services to manufacturers	8.9	0.00%	5.3	-10.17%
COIL COATERS	8.9	-	5.9	-

Footnote: OSHA has changed the industry description from "Metal Coating and Allied Services" (2002) to "Metal Coating, engraving, (except jewelry and silverware), and allied services to manufacturers" (2003)

Injury and illness incidence rates are posted for all industries on the OSHA Web site (<http://www.osha.gov>) and are also provided by the Bureau of Labor Statistics, U.S. Department of Labor.

## Injury/Illness Ratios

YEAR:	2000	2001	2002	2003	2004	Five-Year Average
<b>INJURY INCIDENCE RATE (Total Number of Recordable Cases due to Injury)</b>						
Mean	9.1	7.2	8.4	8.0	8.9	8.3
Median	7.4	6.0	8.6	6.7	6.7	7.1
Lower Quartile	5.2	4.0	3.5	3.3	3.3	3.9
Upper Quartile	11.2	9.4	12.0	13.0	13.0	11.7
Number of Responses	38	42	27	39	36	182
<b>ILLNESS INCIDENCE (Total Number of Recordable Cases due to Illness)</b>						
Mean	0.4	0.3	0.2	0.9	0.3	0.4
Median	0.0	0.0	0.0	0.0	0.0	0.0
Lower Quartile	0.0	0.0	0.0	0.0	0.0	0.0
Upper Quartile	0.0	0.0	0.3	1.7	1.7	0.7
Number of Responses	38	42	27	39	36	182
<b>INJURY/ILLNESS INCIDENCE RATE (Total Number of Recordable Cases)</b>						
Mean	9.6	7.5	8.6	8.9	9.2	8.8
Median	8.0	6.4	8.6	7.5	6.7	7.4
Lower Quartile	5.4	4.4	3.9	3.5	3.5	4.1
Upper Quartile	12.2	9.7	12.7	14.7	14.7	12.8
Number of Responses	38	42	27	39	36	182
<b>LOST WORKDAY INCIDENCE RATE</b>						
Mean	113.4	84.5	140.5	142.0	196.5	135.4
Median	64.7	62.5	123.6	89.7	101.0	88.3
Lower Quartile	21.7	8.9	72.5	37.8	37.8	35.7
Upper Quartile	138.3	107.1	156.3	250.9	250.9	180.7
Number of Responses	38	42	27	39	36	182
<b>AVERAGE LOST WORKDAYS PER TOTAL LOST WORKDAY CASES</b>						
Mean	23.6	18.7	34.5	32.4	31.2	28.1
Median	14.8	14.7	29.0	22.4	25.0	21.2
Lower Quartile	7.4	0.8	17.6	10.8	10.8	9.5
Upper Quartile	30.3	26.1	49.5	55.0	55.0	43.2
Number of Responses	38	42	27	39	36	182
<b>AVERAGE DAYS AWAY FROM WORK</b>						
Mean	18.3	13.7	22.2	21.1	38.2	22.7
Median	4.8	3.0	18.0	0.0	10.5	7.3
Lower Quartile	0.0	0.0	0.5	0.0	0.0	0.1
Upper Quartile	18.7	19.0	31.4	42.3	42.3	30.7
Number of Responses	38	42	27	39	36	182
<b>LOST WORKDAY CASES</b>						
Mean	4.5	3.5	8.8	5.9	5.4	5.6
Median	3.6	3.5	3.5	3.9	3.3	3.6
Lower Quartile	1.3	0.0	1.5	2.0	2.1	1.4
Upper Quartile	5.6	5.2	6.4	10.4	10.4	7.6
Number of Responses	38	42	27	39	36	182
<b>NO LOST TIME CASES</b>						
Mean	5.2	3.1	3.8	4.3	4.1	4.1
Median	4.5	2.5	2.7	2.2	2.6	2.9
Lower Quartile	1.8	0.9	1.4	0.8	0.8	1.1
Upper Quartile	7.2	4.7	4.9	8.0	8.0	6.6
Number of Responses	38	42	27	39	36	182

**Safety Data 2000-2004 Survey Results**

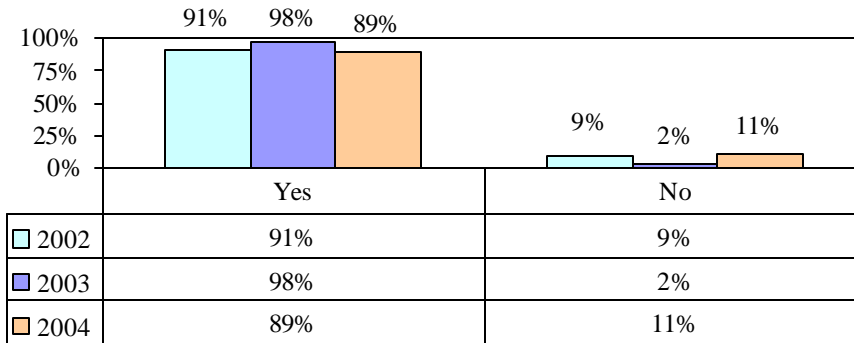
The following section shows the overall results for the Safety Data 2004 Survey (for Part II survey questions only). The results are presented in tables and graphs. Verbatim responses to the open-ended questions are also shown.

**#1 What types of coil coating equipment does your plant utilize? (36 responses)**

- GFG
- Conventional continuous coating equipment
- Continuous roll coat operation
- Slitter, coater room, recoiler, uncoiler, cranes, forklift, sheer, wet section, laminator, shot blaster
- Two 32" wide strip roll coaters. Two 54" wide strip roll coaters. Two stillers, 48" and 54"
- Two 60" wide strip roll coaters. One slitter and one embosser.
- Accumulators, chemical dip tanks, coaters, ovens, forklifts, overhead cranes
- B & K Coil Coating Line
- Fata Hunter - 60" tandem
- Reverse roll coater
- Paint line, slitter, embosser cut to length.
- Roll coat – GFG, Plate coat – ADC
- GFG Coaters
- Paint is applied by the means of rollers located immediately before ovens. Both Prime and Finish Coat.
- Reverse and direct roll.
- Two in line coil unwinds, entry accumulator, wet section consisting of cleaning, rinsing, application of metal treatment and dryer. Four in line coating machines, two ovens, quench tanks, quality inspection station and two rewinds.
- Two reverse roll coaters, pretreatment applicator, twin uncoilers and recoilers.
- Roll coaters, wet section, chemical coater, thermal oxidizer, gas ovens, accumulator towers, coil carts, fork lifts, slitter lines and roll formers.
- Pickle line, cold mill, metal coating line, paint line, slitter line, and a cut-to-length line.
- Galvanize line and a paint line.
- Paint lines, slitters, tension level line, scrap baler, cold mill.
- Coating line and slitting line.
- Gasway "S" type roll coater.
- 26" coil line, reverse roll coat chem. Coater and paint coater, ovens, cleaning section 2 slitters, forklifts, bailers, coil upenders, conveyors, scales, suction rings, stretch wrappers, roll grinding equipment (lathes).
- Accumulators, chemical dip tanks, coaters, ovens, forklifts, overhead cranes.
- Typical roll coaters-electrogalvanizing capability.
- Hunter
- Coating rolls, pans, wet section, ovens, quenches.
- Wean united line, GFG Coater, and Faustel Coater
- N/A
- Coating rolls, pans, wet section, ovens, quenches
- Recoilers, dunk cells and bath cells, chem coater, prime and finish ovens, rolls for coating
- Conventional continuous coating equipment (3)
- E.G.L., chemcoater, reverse/direct roll applications, spray squeegee

#2 Does your company have a Safety Committee?

Company Has a Safety Committee



**Base:**

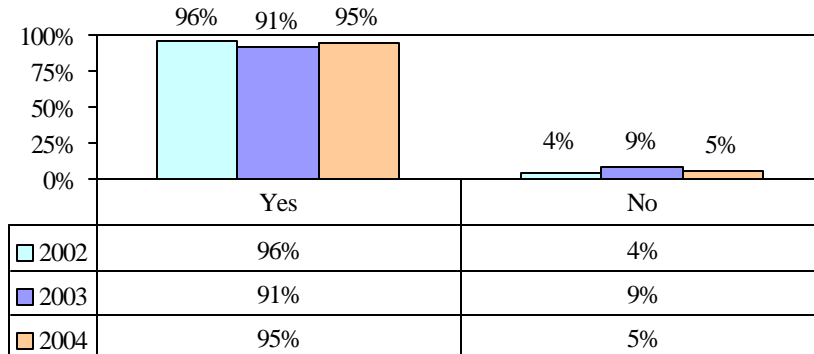
2002 = 26  
 2003 = 43  
 2004 = 38

**#3 If YES, please list each committee member's title or position at your company. (34 responses)**

- USWA Production Safety Representative, USWA Safety Chair, Lewisport Safety Manager, production manger, USWA Electrical Representative, USWA Mechanical Representative
- Union Unit Chairman, Union Grievance Committeeman, Company HR, Company EH&S Coordinator
- Plant manager, EHS coordinator, two supervisors, and two plant employers
- Environmental Health and Safety Supervisor, maintenance supervisor, plant engineer, electrician, quality assurance person, wet section person, Corporate Health and Safety Manager, director of engineering
- Plant manager, assistant plant manager, supervisors, crew chiefs
- Slitter operator, Paint line crew chief, OC technician, Maintenance supervisor, OC manager, Plant manager
- Operations manager, production manager, mill finish superintendent, maintenance manager, slitter operator, leveler entry operator, maintenance mechanic, human resources manager
- Safety coordinator, process engineer, production supervisors, production manager, maintenance manager, QC operator, Lam Line Operator, coil coating line operator, reclaim operator, warehouse operator, warehouse manager, plant manager
- Manufacturing manager, HR Administration, plant supervisor, receptionist, shift supervisor, maintenance supervisor, quality team leader
- Plant manager, human resources manager, technical/environmental manager, fabrication superintendent, coating line superintendent, maintenance manager, warehouse superintendent, hourly union, chief shop steward
- Plant manager, electrician
- Listed committee member's names (18 committee members)
- Maintenance manager, Paint line operator, Slitter operator, Mechanic, Group Leader, Ship/Rec Supervisor, QA Auditor, Production manager, Maintenance clerk
- Safety manager, plant manager and paintline supervisor II
- Safety & Environmental Manager, Plant Manager and Human Resources Administrator
- Plant mgr., safety/training facilitator, plant facilitators, union president, v.p. secretary and union members (6)
- Pickle line manufacturing associate, cold mill manufacturing associate, metal coating line manufacturing associate, paint line manufacturing associate, utilities manufacturing associate, security associate, maintenance associate, administration associate, EHS manager, safety coordinator, area manager and plant manager
- EHS coordinator, plant manager, paint line manufacturing associates, galvanize manufacturing associates, area managers, maintenance associate and utility associate
- EHS leader, HR leader, trainer, EHS assistant, tension level line operator, production leader, operations leader, coater room operator, paint line station #3 operator, maintenance supervisor and process facilitator
- Plant manager, maintenance manager, EHS manager, 3 union representatives
- Plant operations manager, EHS manager, behavior based safety facilitator (hourly employee), environmental analyst, paint line manager, leadworker/behavior based safety committeeman
- Facility manager, EHS manager, safety facilitator, union chairman, maintenance supervisor, on shift supervisor
- Plant manager, assistant plant manager, supervisors and crew chiefs
- EHS manager, operations manager, plant manager, QA manager, maintenance manager, human resources manager, IT specialist, customer service rep, process control operators, electrician, line operators, line utility
- Operations managers, department managers, union steward, safety manager, hourly reps from each department
- Plant manager, production manager, lab manager, maintenance manager, union representative
- Plant manager, production manager, quality manager, maintenance manager, material foreman, blackbelt and two union members
- Changes throughout the year
- Plant manager, operations manager, maintenance manager, HR manager, customer service manager, maintenance clerk, group leads, union representative, QC clerk
- Managers, plant workers (entry op, maintenance worker, lab techs, coater op.), office personnel
- EHS, HR, QC, operations support (labor – 3 employees), maintenance, coater operators
- Production leader, E.G.L., helper, paint line operator, plant engineer

**#4 Currently, do you have safety programs implemented to heighten safety awareness at your plant?**

**Safety Program in Place to Heighten Safety Awareness**



**Base:**

2002 = 26  
 2003 = 43  
 2004 = 38

**#5 If "YES," briefly describe your safety program(s). (36 responses)**

- Random LOTO audits, safety crew meetings, and monthly safety walk-a-rounds are integral parts of our safety awareness program. The persons accountable for the walk-a-rounds consist of the area production superintendent, maintenance superintendent, area production safety representative, area mechanical representative, and area electrical representative. There are three walk-a-rounds – production, electrical, and maintenance. During these walk-a-rounds, conversations are had with employees on any safety issues or concerns they have. Issues of concern from the walk-a-round team are also brought up with employees in order to re-enforce safety awareness.
- We are engaged in a five step program which promotes not only good housekeeping but work place organization. This is essential to good safety practices as employees learn that an organized work environment is conducive to working in a safe manner. We are engaged in a hearing conversation program, hazardous communication program, confined space program, P.P.E., hot work permit and other programs as prescribed by OSHA.
- Annual retraining, safety incentive program, monthly safety meetings
- Monthly safety meetings
- Safety observation program which randomly selects incidents that occur both safe and unsafe.
- We started the Safe-Start program last year. All employees have been taught the five seasons of Safe Start. We have a safety accountability program that gives all levels of management goals and direction concerning their responsibilities under the safety program.
- Monthly training is conducted via the safety department; Supervisors conduct area/task specific training; incident data is posted and reviewed with all employees.
- Haz waste program, MSDS awareness program, Fork Lift Training Program.
- Department safety meetings held twice per month. Safety awards issued for various programs.
- Our facility has a comprehensive Environmental, Health and Safety (EHS) Program that utilizes documented policies and procedures, as well as periodic training and compliance auditing.

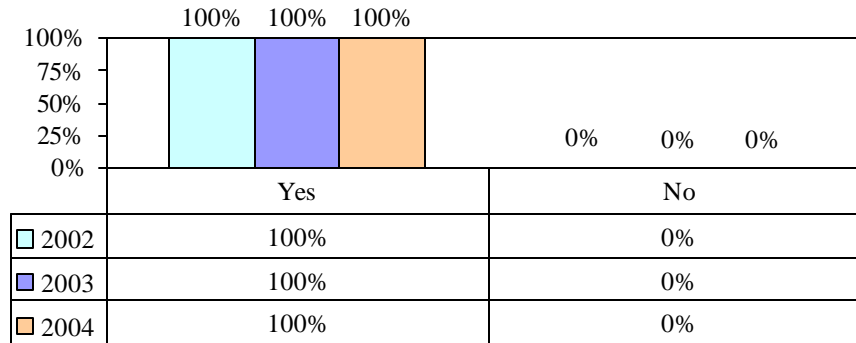
- Holds meetings on a monthly basis, where we generate safety project lists, follow-up on old issues, plan for new issues, and perform safety inspections by department.
- Currently the entire Safety Program is going through review. The previous Production Services Technician retired on January 14, 2005.
- Monthly safety walk throughs by SC members with non-members with results posted and monthly safety committee meetings.
- Corporate 52 week safety program, safety committee walk thru's and inspections. Daily safety contacts with employees. Monthly plan safety meeting and inspection. Corporate safety video program. Daily reviews of required PPE with each employee. Various internal and outside vendor safety courses for employees.
- Monthly safety meetings, accident/incident investigation, health and safety audits
- Our plant facilitators conduct daily safety contacts, monthly awareness training, safety meetings, weekly safety focus, behavior based safety observations, 5S program, per shift turn-over voice mails, immediate root cause incident/accident investigation, near miss incident investigations
- Behavior based safety: we do safety observations which includes two employees discussing a job task with those performing the work. Approximately 150 observations are completed monthly. Safety training: we do annual safety training which includes an overview of all safety subjects. Safety meetings: we require all teams to have monthly safety meetings. In addition we have two safety representative meetings and an open monthly management/employee meeting to distribute safety information to all employees. JSA Review: We use JSAs to identify if current controls and training are in place and effective. Visitor Safety Program: all visitors that come on to plant site go through a safety orientation and a review of safety rules that apply to them. Lockout/Tagout Committee: this committee reviews LOTO program and updates LOTO procedures. Corrective Action Spreadsheet: We keep an active spreadsheet available to all employees to view to review current plan issues and corrective actions taken to reduce recurrence of those hazards. Ideas for the spreadsheet are generated through plant meetings, observations, audits, and incident reports. We use visual signs through out the plant and readers boards with safety slogans and reminders.
- Corrective Action Review Committee: This committee review incident action items. Mobile Equipment Safety Committee: Ensures the inspection of each piece of moving equipment, takes reports on mobile equipment, shares findings with the rest of the plant. Hot Metal Safety: Review safety issues concerning the hot metal areas of the plant. Assists in the safety around the pot and the safety needs of employees working in those areas. Office Safety: Covers all safety aspects with office workers and helps them understand the dangers of the plant. Life Safety Systems Committee: Handles all outside security systems and any dangers facing workers from personal issues to work place violence. Ergonomic Committee: All aspects of soft tissue injury prevention in all areas of the plant. Cranes and Lifting Equipment Committee: Handles information and training on cranes and harness safety and any issue requiring working at elevated heights. Lockout/Tagout Committee: All communication and issues concerning LOTO for the entire site. Rancho Safety Resource Committee: Plant wide committee with everyone invited to give feedback about the previous month's safety and cover incidents and open issues.
- Training programs, safety meetings, pre-shift safety meetings, safety articles for newsletter, daily safety stats review, EHS bulletin board
- Plant operations manager, EHS manager, behavior based safety facilitator (hourly employee), environmental analyst, paint line manager, leadworker/behavior based safety committeeman
- Facility manager, EHS manager, safety facilitator, union chairman, maintenance supervisor, on shift supervisor
- Monthly safety meetings
- Morning Operations Meeting (MOM for short) 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. A Safety Committee meets on a monthly basis to discuss accidents, incidents, training, safety equipment

and other safety projects. The committee is designed to consist of a cross section of representatives from several departments. Safety Training consists of general plant safety orientation for new hires, (conducted within the first week of employment), specific departmental required training and OSHA required training where appropriate. A CD-ROM computer based system is utilized for most of the required training with additional meetings as necessary to cover other required topics. 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 an example. The Safety Performance is an integral part of the Facility Performance Measurements that are based on production rates and yields critical to the company's success. Additionally, safety awareness is promoted through: Commercially available posters changed weekly, posting of safety committee minutes, posting of OSHA 300 log, posting of an accumulative list of incidents/accidents for the calendar year, 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 clarity completion rates on the plant video display as well as selected bulletin boards, follow up investigation of near miss incidents and accidents to insure root cause(s) have been identified, 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 complete a job safety analysis for shop floor positions and are used as training tools, members of the Safety Committee conduct additional periodic safety and housekeeping inspections covering all areas of the facility and department and shift safety performance are integrated into responsible individual performance appraisals.

- In addition to nearly 30 OSHA compliance programs like lockout/tagout, HAZCOM and Fall Prevention, we have the following programs: Monthly plant manager's safety checklist program; Peterson Perception Surveys; SafeStart behavior base safety; Monthly "Human Suffering" report (of lessons learned from recordable injuries); Quarterly Executive Safety Meeting; Safety alert program to notify personnel of accidents and near misses; monthly executive plant reviews; accountability program; ergonomics; Kaizen events to do JSAs, lockout procedures, etc.
- New employee training, annual OSHA/RCRA/DOT training, Hazwoper training
- Annual training, safety improvement program, job safety instructions, job hazard assessments, 5S
- We oversee all 6 plants
- Job safety instructions, 5S program, new employee orientation, annual OSHA/RCRA/DOT Training, employee safety suggestion program, ergonomic workplace considerations, employee safety information postings.
- OSHA required programs.
- Ergonomics, task training, communication boards, weekly inspections which involve all operators from each area of the plant, monthly safety meetings with all production, maintenance, shipping, and receiving employees
- No description given
- No description given
- No description given
- Monthly safety meetings, safety poster, messages, e-mail
- 1 – no program

**#6 Has your plant conducted any safety training in the past 12 months**

**Safety Training was Conducted in the Past 12 Months**



**Base:**

2002 = 26  
 2003 = 43  
 2004 = 38

**#7 If YES, briefly describe the type(s) of safety training conducted at your plant in the past 12 months. (38 responses)**

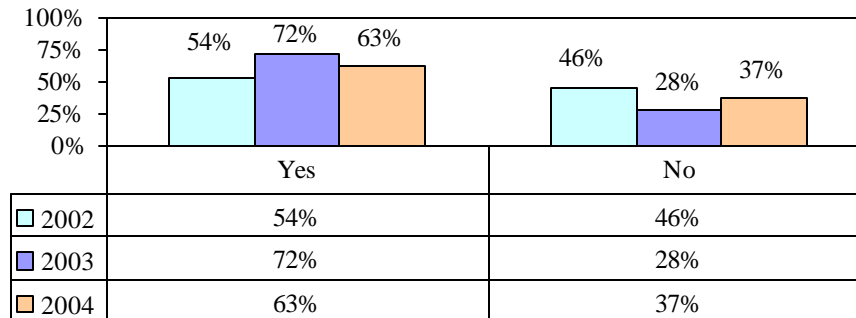
- We provide an emotion based safety curriculum for production employees and production staff. There were 4 hours of training involved consisting of: Best Management Practices, Blood borne Pathogens, Asbestos Awareness, Haz-com and Basic Ergonomic training.
- We have had our annual OSHA refresher courses, RCRA, DOT, formal forklift operation, formal crane operation, confined space, blood borne pathogen, medical records.
- Annual OSHA retraining, RCRA, DOT, Hazwoper, confined space
- Hazcom, Hazmat, spill prevention, RCRA, ISO 14001, evacuation, cable inspection and rigging, respirator
- Annual and semi-annual training for all employees on equipment.
- Annual safety training including videos on lockout/tagout, hazardous communication, fire extinguishers, blood borne pathogens, and forklift and crane safety.
- Several of the managers and team leaders have attended a 40 hour safety training course from FDR Safety of Nashville, TN. All employees have had 12 monthly safety topics.
- Monthly training including the following: hearing conversation, lockout/tagout, respiratory protection and fit testing, fire extinguisher, hazard communication, heat stress, bonding and grounding, and confined spaces.
- Haz waste program, new employee safety induction.
- Hazard communication, fire safety, personal protective equipment, Hazmat, forklift training, heat stress, lockout/tagout, machine guarding, back safety for material handlers, confined space entry, back safety, Hazwoper, hearing protection, material safety data sheets, blood borne pathogens, new employee orientation safety training upon hire.

- Our facility conducts monthly EHS meetings, specialized training, and daily toolbox meetings on a variety of topics. Some of the topics covered were mobile equipment safety, Lock/Tay/Try, confined space, fall protection, heat stress, hearing conservation, and electrical safety.
- As per number 5
- February 2005 – back training safe lifting
- New employee orientations with Hazcom, blood borne pathogen, fire safety, hearing protection, etc.; pinch point reviews and training on equipment; equipment safety device review and testing; and ongoing lift truck training.
- Forklift, hearing testing and conservation, pulmonary testing, hazardous communications, lockout tagout, fire extinguisher training, MSDS, job safety practices, personal protective equipment, blood pathogens, first aid and CPR, confined space, crane and arial equipment, emergency evacuation, lifting techniques, nip points and guarding, emergency stops, emergency evacuation plan, spill prevention, storm water runoff prevention, graphic safety videos on accidents and how to avoid through proper training and employee commitment each day, heat stroke and hot work.
- All OSHA regulatory required training, forklift, hazardous communication, blood borne pathogen, lockout/tagout, confined space, hearing, personal protective equipment, etc.
- Every month there are OSHA, DEP/EPA, and corporate safety and training sessions related to safety, health and environmental awareness. A few examples are confined space training, powered industrial trucks, radiation, hazardous waste operations, RCRA, hearing standards, behavior based safety, 5S and root cause analysis.
- New employee orientation, LOTO, confined space, respiratory protection, hearing conservation, electrical safety, PPE, fall protection, hazard communication, HCL awareness, chromic acid awareness, spill response, emergency evacuation, crane training, forklift training, ergonomics, fire extinguisher training
- Blood-borne pathogen, chromic acid awareness, confined space, crane safety, electrical safety, emergency action/evacuation, ergonomics, fall protection, fire/fire extinguisher safety, first aid/CPR, forklift safety, hazard communication, hearing conservation, heat stress, incident investigation, LOTO, PPE, radiation awareness, hazardous materials shipping-DOT, hazardous waste management, HAZWOPPER awareness, HAZWOPPER 1<sup>st</sup> responder, pollution prevention and waste minimization.
- Hazcom, LOTO, safety orientation, hearing conservation, slips, trips and falls, emergency evacuation, blood borne pathogens
- Hazcom, LOTO, confined space and forklift
- Forklifts, fire, emergency evacuation, PPE, lockout reauthorization, First aid-CPR-BBP-AED, overhead crane, respiratory protection, hearing conservation
- Daily contacts with all employees. Daily contact on individual jobs such as LOTO, JSA and one off jobs. Monthly safety training is also done with the entire crews.
- Annual and semi-annual training for all employees on all equipment
- CD-Rom based training for all employees (Coastal Clarity) as well as mandatory plantwide meetings to discuss topics not covered by CDs. Eg. Evacuation plans, emergency action plan, radiation protection, haz material handling, etc.
- 1) Monthly training in OSHA compliance and safety motivational topics. 2) Special 40-hour course for supervisors, engineers and managers that included the OSHA 10-hour course; 3) Special 8-hour safety awareness for all employees conducted by a consultant; 4) 4-hours NFPA 70E Arcflash training for electricians etc.; 5) 7 1/2 hours SafeStart behavior based training for all employees; 6) Drug testing training for supervisors; 7) Special HAZCOM training about paint constituents and formaldehyde for all hourly employees; 8) Training for office employees in plant hazards.
- New employee training, annual OSHA/RCRA/DOT Training, Hazwoper training.
- Annual safety training, hazwoper training, first aid/cpr/aed training
- Annual OSHA retraining.
- New employee orientation, annual OSHA/RCRA/DOT Training, Hazwoper training
- OSHA annual refresher training.

- LOTO, confined space entry, hazard communication, bbp, first aid, cpr & aed, storm water pollution prevention, rcra, ppe, heat stress.
- No description given (3)
- Fire extinguisher training (hands on), hazardous waste training, crane safety (hands on), developed (CAR reports) corrective action reports for all safety issues.

**#8 Currently, do you have any incentive programs that promote safe work practices?**

**Have Incentive Program to Promote Safe Work Practices**



**Base:**

- 2002 = 26
- 2003 = 43
- 2004 = 38

**#9 If "YES," briefly describe your plant's incentive program(s) that promote safe work practices. (24 responses)**

- Supervisor Incentive Program. This is a financial incentive plan based on 1) group performance for total number of OSHA recordables in the plant per month, and 2) individual performance based on individual safety performance. Ex.: LOTO audits performed during the month, mobile equipment audits on pre-shift checks for mobile equipment, and crane pre-shift inspection audits of their respective crews.
- Employees enjoy a monetary bonus semi-annually for good attendance and no accidents.
- Yearly bonus tied to incident rate.
- Employee Annual Bonus Program in part is related to accident rate.
- "No Lost Workday Injuries within the Department" certificate, "Good Housekeeping Department" award, pizza party each quarter to every department who has no recordable injury within the quarter.
- Our facility has a "Pay-for-Performance" program that rewards employees for safe observed behaviors and a low recordable injury rate. Ten audits are performed each month by a team of auditors made up of a member plant management, EHS personnel, and a production or maintenance employee. At the end of each quarter, the results of the audits are tallied and then compared against established criteria. If the results fall within the criteria, a monetary reward is given to all employees.
- "No accidents" on a monthly basis allows departments to share in monetary incentive.
- Employees receive a cash award of \$100 per quarter. For each recordable injury, the cash award is reduced by \$10. In the event of a lost-time injury, the award for the quarter is canceled.

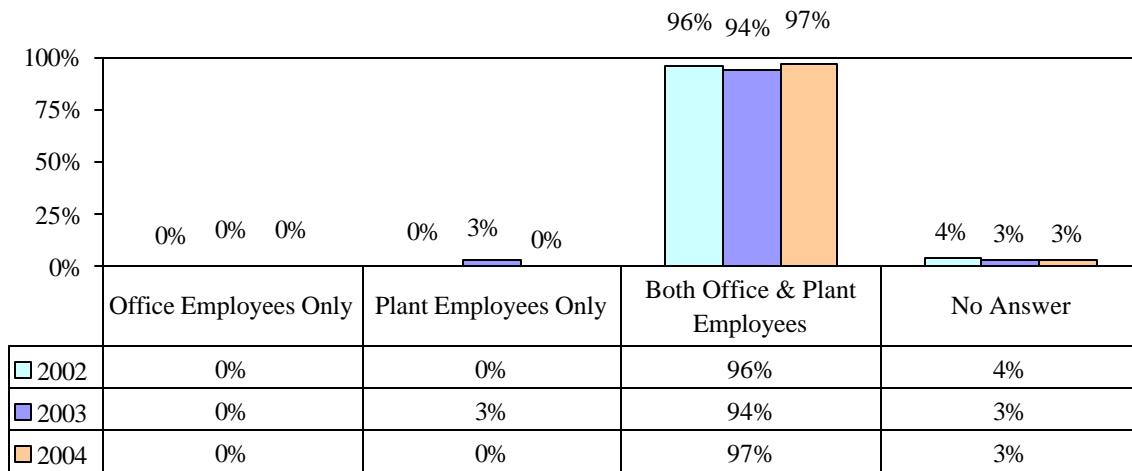
- Worker who goes 1 year without recordable incident receive \$20 award. Subsequent years receive \$20 plus 1 extra vacation day. 5 consecutive years = \$100 milestone award. Pizza parties if hourly safe periods are achieved.
- We offer quarterly monetary incentive program(s) which acknowledge employee safe working practices "Zero Tolerance for Lost Time and Recordable accidents" at the facility. Facility awarded the Presidents Safety Award and additional monetary incentive of achievement of "Zero Tolerance for Lost Time and Recordable Accidents" during a calendar year.
- We currently utilize a Gain Share program that the employees control their own fate. This program has both a safety and environmental portion with both positive and negative impacts. Additionally, we provide lunches for the months that we work without an OSHA recordable injury, and milestone awards (1 years with a lost time) steak cook-out. We have provided hats, coolers and shirts as reminders of our safety slogans. During the last quarter of 2004 there was the Napco Comprehensive Safety Initiative (CSI) a behavior based safety observation program that had incentives for employees asking to have observations conducted.
- When milestones are achieved, shirts, sweatshirts and/or jackets are given out. We also tie safety into our bonus program. Employees are required to have 100% meeting attendance and must perform 98% of the required observations for a quarterly bonus. We also have an annual bonus which requires all three plants to be lost time injury free for the calendar year to achieve the bonus.
- We have gift certificates for the local mall, employees receive \$20 per month for no MTI and quarterly they receive an additional \$20 for LTI free workdays. For milestones employees are rewarded with BBQ, shirts, sweatshirts, etc. Employees are also rewarded for stepping up and doing things to improve safety.
- Safety payout program – payout based on the number of OSHA recordable injuries per quarter.
- Supervisors statistical plus action based support financial bonus. Actions are specific and measured, payout is monthly (soon, certain, and positive).
- Plan is currently for supervisors. We are currently looking at an hourly incentive program.
- Employee annual bonus program in part is related to accident rate.
- See number 5.
- If the plant goes accident free for one month, lunches are provided for all crews.
- Accident free lunches, gift certificates, trinkets.
- No description given (3)

**#10 If "NO," why not? (14 responses)**

- Plans we have utilized in the past did not improve safety.
- Previous plan suspended pending implementation of a different type of incentive program.
- We do not have any formal safety incentive programs. We do, when appropriate, celebrate safety with meals or items that we distribute.
- We terminated our safety incentive program because it was based on the number of days without a lost time incident, which led to underreporting of incidents.
- We are a small company and handle everything on a one to one basis. Individuals get appraised but not plant wide safety incentive programs.
- We previously had an incentive program but over a period of time it lost its effectiveness. We are currently in the process of completely updating our entire safety program and may still implement a new program as part of the update.
- Contrary to management philosophy.
- We were advised by legal counsel that failure to include formal cash or merchandise safety incentive awards in overtime premium calculations put us at risk of enforcement actions with backpay awards by the Dept. of Labor under the Fair Labor Standards Act. We still recognize safety milestones on an impromptu, informal basis with safety luncheons, dinners, caps, etc.
- We are headquarters.
- Employees are rewarded \$50 for safety suggestions that are implemented.

- Part of the bonus incentive program.
- Employee bonus incentive based on performance.
- Not sure if safety prizes are the way to go. Why reward for safety, safety is something that should be done constantly. May cause associates to not report accidents.

**#11 When reporting injury/illness rates on the OSHA 300 form, are you including:**



**Base:**

2002 = 26  
 2003 = 43  
 2004 = 38

**#12 Accident/Injury Descriptions**

Listed below and on the following pages are descriptions of the lost time accidents or injuries during 2004 and the actions taken to remedy the problem or cause of the accidents or injuries.

Some common accidents/injuries included:

- ◆ Back strains
- ◆ Laceration or fracture to hand
- ◆ Contusion to hand, finger, foot, leg, shoulder or knee

Programs put in place to remedy the problem of the cause of the accident or injury included:

- ◆ Conducted awareness training or reviewed safety best practices
- ◆ A Job Safety Instruction (JSI) was written
- ◆ Equipment was removed, upgraded or repaired

In most cases when accidents or injuries result in lost time, actions are taken to ensure workers are properly trained and proper procedures and equipment are being used.

**Accident/Injury Descriptions for 2004:**

Description of Lost Time Accident/Injury	Action Taken to Remedy Problem or Cause
Employee was getting on a personnel cart and before being properly seated, the employee pushed the accelerator pinning his foot between the cart and a guardrail. This resulted in a fractured ankle and 106 days away from work.	<ol style="list-style-type: none"> <li>1. A study was made of parking personnel carts and the associated hazards in the area.</li> <li>2. Outcome of study: Park drivers side of cart away from hazards, i.e., guardrail.</li> <li>3. E-mail communication to all affected parties.</li> </ol>
Employee pinned by machine against structure	Structure removed. Plant surveyed for areas with similar issues.
One employee was standing close to the exit recoil arbor waiting for the stringer coil to come off of the mandrel. He was in position to place a core onto the arbor for the next production coil. When the stringer came off of the mandrel, it was held in position for a few seconds and unexpectedly unwound towards the employee striking him in the face.	All employees are now instructed via a Job Safety Instruction to stand at least 10 feet away from any coil dismounting the arbor. The coil must be completely removed before attempting to load a core on the arbor. In addition, all stringer coils must now have a core to prevent the coil from sticking to the arbor.
Fracture to right ankle	A rack was built to hold slitted coil.
Foreign object in eye	No action taken.
Laceration, right forearm	Discipline issued.
Sprain, Back	No action taken.
Sprain, left knee	No action taken.
Fracture / laceration to right 3 <sup>rd</sup> finger	Equipment and procedure changed to eliminate future occurrences.
Strain, left shoulder	No action taken.
Strain, left leg	No action taken.
Laceration to upper left forearm	Instructed to follow standard operating procedures at all times.
Sprained left ankle and bruised right knee	Instructed to be aware of surroundings at all times.
Bruised left wrist.	Instructed to follow standard operating procedures at all times.
No lost time injuries reported.	
Employee was caught between fork lift and a guard rail.	Area where accident happened was a narrow congested traffic area. We blocked the aisle so fork lifts could not use this area. The traffic pattern now comes through a different aisle. All fork lift operators were instructed that you do not drive up to someone standing in a confined space area. All employees were instructed that you do not put yourself in the line of fire where you cannot get away from a fork lift or any type of mobile equipment when it starts up.

Description of Lost Time Accident/Injury	Action Taken to Remedy Problem or Cause
Scalp laceration/sutures. Hit head on cantilever rack.	Safety audit of incident. Discussed at department monthly safety meeting.
Right foot caught between nip roll & floor	Safety audit of incident. Discussed at department monthly safety meeting.
Left pinky caught between rollers.	Safety audit of incident. Discussed at department monthly safety meeting.
Left knee contusion. Hit knee on side loader.	Safety audit of incident. Discussed at department monthly safety meeting.
Lower back sprain. Lifted carton to load in truck.	Safety audit of incident. Discussed at department monthly safety meeting.
Left arm caught between rollers	Safety audit of incident. Discussed at department monthly safety meeting.
No lost time accidents occurred at the Paint Line in 2004.	Safety audit of incident. Discussed at department monthly safety meeting.
Operator caught hand in uncoiler	Retraining of proper loading and unloading of coils; installed safety switch
Cut hand on steel coil	Purchased better safety gloves, tape, and cardboard cores
Strained shoulder	N/A
Cut above left eye caused by cardboard core	Instructed employee to unload cores with forklift
OC Tech. Caught right hand in rollers at chem. Coater. Sustained a degloving injury of several fingers and eventual loss of the index finger.	Access to the area where the incident occurred is limited with a gate. All OC tech are to be retained in all aspects of their position regarding the monitoring and operation of the chem coater.
Laceration right 5 <sup>th</sup> finger tendon, contact aluminum	Retrained employee on proper protective equipment – use Kevlar liners in gloves.
Right shoulder separation from over extension – moving coil	Retrained employee on proper lifting and over extension. Provided manual assistance if needed.
No lost time accidents in 2004	
While at work an employee notified us that he suffered an inguinal hernia while picking up a piece of equipment (weight < 40 pounds)	Phased out the use of the equipment and developed better procedures for handling this process.
While at work an employee notified us that while bending to pick up a piece of metal he felt a pop in his left knee, diagnosed with a torn ligament.	Investigated the automation of the process, conducted training on proper body mechanics and lifting techniques.
While in training an employee was threading a roll forming mill. The finger tip was pulled between the nip-point and the bottom tip of the finger was nipped off.	Reinforced the "Hands-Off" approach while threading mills, use of tools, forming blocks, and push/pull sticks, awareness training, evaluation of strip welders to keep the roll formers threaded.

Description of Lost Time Accident/Injury	Action Taken to Remedy Problem or Cause
Two associates were attempting to position a work roll into the grinder. As the associates were moving the roll with the crane, the roll slipped from the crane's slings. The work roll dropped and struck the grinder and then struck one of the associates pinning the associate's leg under the work roll.	<ol style="list-style-type: none"> <li>1. Communicated the incident plant wide and the hazards of working near suspended loads.</li> <li>2. Evaluated and updated current rigging and crane practices.</li> <li>3. Evaluated and updated design of work roll to make is safer to transport with a crane.</li> <li>4. Evaluate and update (as necessary) current JSAs and SOPs for high risk areas throughout the plant.</li> <li>5. Evaluate current rigging methods used in each department to determine if they provide a safe lift.</li> </ol>
Employees hand was caught under a tension stand that had malfunctioned. Hand was fractured.	Braced the back of the tension stand and welded an additional support plate to the pivot arm.
Wrist strain, restricted duty and prescription meds.	Install mechanical assist jib crane.
Finger skin avulsion, restricted duty and prescription meds.	Modify procedure and retrain all shifts.
Knee contusion.	Reinstruct employee on safe procedures.
Right knee and ankle twist.	Instructed to follow standard operating procedures at all times.
Right pinkie finger	Instructed to follow standard operating procedures at all times.
Smashed finger – employee caught finger between anode box and frame during change of boxes.	Modified communication practices between parties performing maintenance and general awareness of work environment and potential hazards that exist.
Fractured wrist – cleaning and coating rolls in coater following run – caught glove on moving roll and pulled hand under roll and wedged between roll and paint pan.	Modified procedures for cleaning rolls and general awareness of surroundings and potential hazards that exist.
A mechanic stood after kneeling and felt a "pop" in his knee which was later diagnosed as a torn cartilage that required surgery.	Identify tasks that require kneeling and find ways to eliminate the kneeling with adjustable work tables etc.
Contusion – finger	Job safety instruction and training
Sprain – knee	Job safety instruction and training
None	
Employee strained lumbar while lifting a skid	Job Safety Instructions (JSI) was developed that required all pallets to be lifted by fork truck only. All employees were required to review JSI and sign off, acknowledging their comprehension of the change.
No lost time accident or injury at this facility in 2004.	
No lost time accidents in 04.	
Laceration to right index finger from tool cabinet.	No action required.
Employee tossed a nylon sling from the ground floor to the second floor. When he tossed the sling he felt something pull in his lower back and he had pain from his lower back through his leg. Injured/twisted back.	Employee was given a safety reminder letter. Notice was also placed on a safety bulletin board that appropriate lowering and lifting of equipment must be used.

<b>Description of Lost Time Accident/Injury</b>	<b>Action Taken to Remedy Problem or Cause</b>
Employee was exiting hubtex when his foot slipped. Employee reached for the handle mounted on the outside of the machine. His hand went inside the handle to the wrist. He was left dangling by his wrist until help arrived. Torn tendon/ligament – sprained elbow.	Employee was terminated for his on-going poor judgment relating to work activities.
Caught left hand/fingers between two roll at embosser.	Reduced pneumatic pressure on hold down bar.

## APPENDIX A



February 1, 2005

NCCA BULLETIN NO. 16-05 (E)

TO: 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 attached questionnaire requests information related to your company's safety program, as well as accident information, number of hours worked, and number of employees for each plant. Companies that participated in last year's program and provided data for 2000 through 2003 can submit 2004 information only. If, however, you did not participate in this program last year or did not provide historical data, we strongly urge you to submit data for 2004 and the previous four years, as well. This will enable comparison of 2004 data with previous periods and will display possible patterns and trends, in addition to illustrating how issues regarding safety are progressing over time.

Please return to the NCCA office by **March 1, 2005** the attached questionnaire and a copy of your company's completed OSHA 300 form for 2004. If you did not participate in last year's report or did not provide historical data, please provide us with OSHA 300 forms for 2003 and 2002 and OSHA 200 forms for 2001 and 2000. (the OSHA 300 form replaced the 200 form in 2002). We do not need you to include the employees' name when reporting injuries or accidents, so please feel free to black-out this information on the OSHA forms prior to submitting them to us.

As with all NCCA data collection efforts, we will maintain your company's anonymity by keeping all information submitted completely confidential and releasing the aggregate information only. The data you submit will be used by Thomas Associates personnel only to prepare the annual safety report.

1300 Sumner Avenue • Cleveland, OH 44115-2851  
216.241.7333 • Fax: 216.241.0105 • [ncca@coilcoating.org](mailto:ncca@coilcoating.org) • [www.coilcoating.org](http://www.coilcoating.org)

If you would like your company to be considered as a candidate for the Annual NCCA Safety 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 receive a complete report listing and analyzing the **reportable accidents, lost time accidents, and accident severity** for the NCCA coater members.

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 questions regarding this program, please contact Ms. Nicole Wincek, the Safety Committee Chair, at (847) 718-8000, Ext. 8222. 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](mailto:ncca@coilcoating.org).

Thank you for your attention to this very important program. **Please remember the information is due at headquarters by March 1, 2005.**

Sincerely,

*Nicole Wincek*

Nicole Wincek  
Safety Committee Chair

NW/l  
ncca  
attachment  
cc: Official Representatives

## APPENDIX B

# Safety Data for 2001-2004

Please complete this form to the best of your knowledge and return it with your plant's **OSHA 300** form for 2004. Please remember that if you have not previously provided data from recent years to our office, you will need to fully complete this form and submit appropriate OSHA forms for 2001-2003. **PLEASE SUBMIT A SET OF FORMS FOR EACH PLANT.** Copy this form as necessary. Please return these forms by no later than **March 1, 2005**. You will receive a compiled report detailing aggregate results; all individual company information will be kept confidential.

Company Information:

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_

Plant Information:

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_

**Part I.** The Safety Committee (part of the Government Relations Committee) is attempting to derive additional value from the plants that are responding to the survey. To that end, the committee would like to compare the data between reporting plants. It is therefore important to understand the number of employees that are employed in positions that have a greater degree of safety risks. In your reported numbers, please indicate the number (ratio) of lower safety risk employees (i.e., office employees) and the number (ratio) of higher safety risk employees (i.e., plant employees who work with machinery) out of the total number of employees.

2004:

	Average Number of Employees:	Total Hours Worked:
Office (Low Risk)	_____	_____
Plant (High Risk)	_____	_____
<b>Total*</b>	_____	_____

2003:

	Average Number of Employees:	Total Hours Worked:
Office (Low Risk)	_____	_____
Plant (High Risk)	_____	_____
<b>Total*</b>	_____	_____

2002:

	Average Number of Employees:	Total Hours Worked:
Office (Low Risk)	_____	_____
Plant (High Risk)	_____	_____
<b>Total*</b>	_____	_____

2001:

	Average Number of Employees:	Total Hours Worked:
Office (Low Risk)	_____	_____
Plant (High Risk)	_____	_____
<b>Total*</b>	_____	_____

\*Please provide the total number of hours, 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.

1. What type of coil coating equipment does your plant utilize?

\_\_\_\_\_

2. Does your company have a Safety Committee?

Yes.....1 No.....2

3. If YES, please list each committee member's title or position at your company.

\_\_\_\_\_  
\_\_\_\_\_

4. Currently, do you have any safety programs implemented to heighten safety awareness at your plant?

Yes.....1 No.....2

5. If YES, briefly describe your safety program(s).

\_\_\_\_\_

6. Has your plant conducted any safety training in the past 12 months?

Yes.....1 No.....2

7. If YES, briefly describe the type(s) of safety training conducted at your plant in the past 12 months.

\_\_\_\_\_

8. Currently, do you have any incentive programs that promote safe work practices at your plant?

Yes.....1 No.....2

9. If YES, briefly describe your plant's incentive program(s) that promote safe work practices.

\_\_\_\_\_

10. If NO, why not?

\_\_\_\_\_

**11. When reporting injury/illness rates on the OSHA 300 form, are you including:**

Office Employees Only .....  1      Plant Employees Only.....  2      Both Office & Plant Employees.....  3

**12. Based on what you reported on the OSHA 300 form for 2004, please provide a description of the lost time accident/injury per employee and the action taken to remedy the problem or cause.**

Description of Lost Time Accident/Injury: (For 2004 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.
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Thank You for Your Participation!**

Please return your completed **OSHA 300** form for 2004 and this questionnaire by March 1, 2005 to:  
 National Coil Coating Association  
 1300 Sumner Avenue  
 Cleveland, Ohio 44115  
 Fax: 216-241-0105  
 E-mail: [ncca@coilcoating.org](mailto:ncca@coilcoating.org)

**DUE: MARCH 1, 2005**

## APPENDIX C

## 2004 Participants

Alcoa Mill Products, Inc. (one facility)  
AlSCO Metals Co. (one facility)  
Arrow Group Industries, Inc (one facility).  
Centria (one facility)  
Chromographic Processing Co. (one facility)  
Commonwealth Aluminum Corp. (three facilities)  
Cooper Coatings, LLC (one facility)  
Euramax International, Inc. (one facility)  
First American Resources Co., LLC (one facility)  
Gentek Building Products, Inc. (one facility)  
Material Sciences Corp. (three facilities)  
Metal Coaters, LP (three facilities)  
Mitsubishi Chemical America, Inc (one facility)  
Napco, Inc. (one facility)  
Nichols Aluminum (two facilities)  
Precoat Metals (seven facilities)  
Prior Coated Metals, Inc. (one facility)  
Roll Coater, Inc. (four facilities)  
Steelscape, Inc. (two facilities)