



CONSTRUCTION **it**



NEAR MISS REPORTING

e-ServiceSuite™
e-service2uite™

 **simplifying IT**

Incidents occur every day at the workplace that could result in a serious injury or damage.

Near Miss Reporting



Near Miss Reporting Analysis



How are the facts collected?

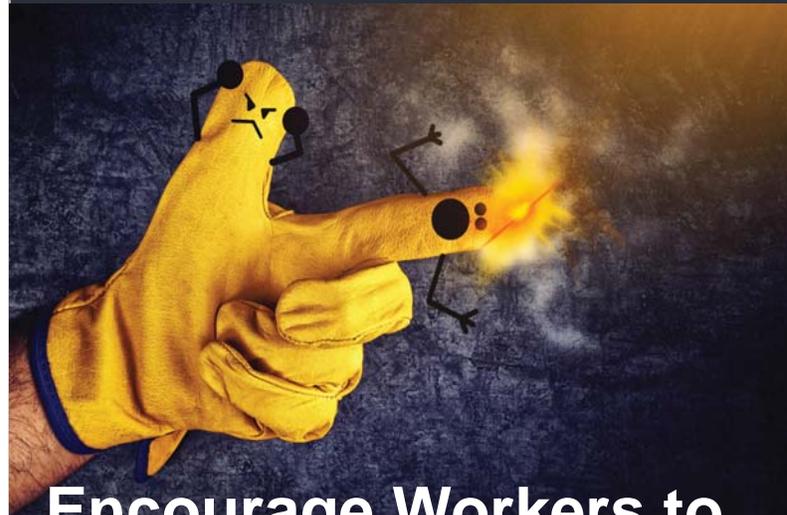
The steps in near miss reporting begin with the completion of the Near Miss Incident Report which gathers information, analyzes it, draws conclusions, and makes recommendations.

**NOBODY
GETS HURT
TODAY!**



What is a Near Miss?

Any unplanned event that did not result in injury, illness, or damage but had the potential to do so is classified as a "*Near Miss*"



Encourage Workers to Participate

Capture sufficient data for statistical analysis

Provide convenient opportunity for *employee participation*

Can be considered to be a leading indicator of performance

Reasons to investigate a workplace accident include:

most importantly, to find out the cause of accidents and to prevent similar accidents in the future

to determine the cost of an accident
to process workers' compensation claims

to fulfill any legal requirements
to determine compliance with applicable safety regulations



Document Management

Document Management allows us to automate the entire process, step by step.

Use our form generator to offer standardized input forms to employees for structured data entry, while providing automated peer review as well as directed notifications.



Incentives that encourage reporting:



Recognizes the participation of workers in the recognition and reporting of hazards

Simplified “easy” entry forms

ZERO INJURY



SELF INSPECTION

Template-driven workflow

Form-driven checklist entries

Expandable text fields supporting unlimited text entry

COMPREHENSIVE SURVEY PROCESS

Form-driven workflow

- ★ Dynamic (data-entry) form allows for customization to requirements
- ★ Publish with version tracking
- ★ Service Level targets
- ★ Approvals
- ★ Triggered review process
- ★ Easy form duplication

1. NEAR MISS INCIDENT INVESTIGATION
2. ROOT CAUSE ANALYSIS
3. REMEDIAL ACTION PLANS





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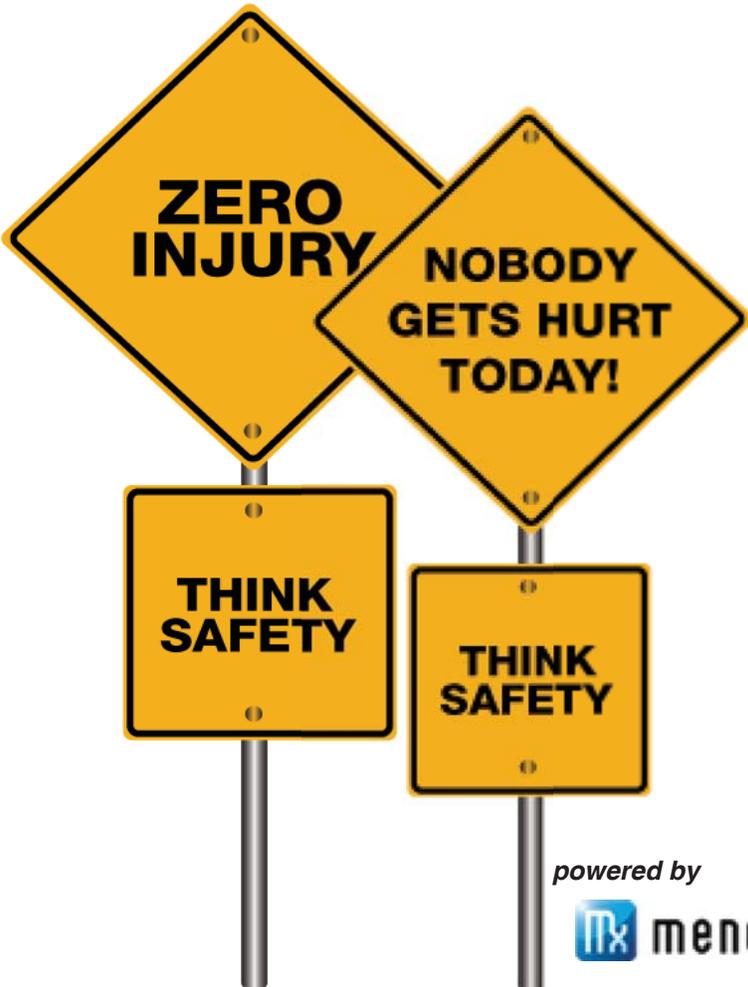


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