

2009 ATA INDUSTRIAL SAFETY CONTEST
DEADLINE: FRIDAY, APRIL 17, 2009

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Reporting Requirements for the ATA Industrial Safety Contest:

1. Frequency rates shall be rounded to the nearest hundredth (two decimal places) as determined by the following formula:

$$\text{Frequency} = \frac{\text{OSHA 300 Recordables} \times 200,000}{\text{Employee Hours Worked}}$$

2. A separate report must be filed if a company has major divisions performing different types of services. Mark (x) one division per report.

- | | |
|--|--|
| <input type="checkbox"/> General Commodities Truckload | <input type="checkbox"/> Auto Transporters [*] |
| <input type="checkbox"/> General Commodities LTL | <input type="checkbox"/> Flatbed |
| <input type="checkbox"/> Tank Truck | <input type="checkbox"/> Dump Truck |
| <input type="checkbox"/> Household Goods | <input type="checkbox"/> Miscellaneous (Specify below) |
| <input type="checkbox"/> Heavy Hauler | |

Calendar Year 2008 Data	Number of Employees	Employee Hours Worked	Number of OSHA 300 Recordable Cases	Frequency Rate
Line-Haul Drivers				
Local Drivers				
Dock (If applicable)				
Shop				
Other Employees				
Total Employees				

Improvement Award Data: 2007 Industrial Information			
2007 Employee Hours:	_____	2007 OSHA 300 Recordable Cases:	_____
		2007 Industrial Safety Ratio:	_____

[**] Safety Director's Signature	Print Name:		Telephone
Company Name			
Address			
City	State	Zip Code	
Print/Type name and title exactly as you would have it appear should an ATA National Industrial Safety Contest award be presented.			
(Individual Named on Award)		(Individual's Title)	

[*] If you have marked an (X) in the Auto Transporters box, you may fill in the Total Employees only under Calendar Year 2007 data. [**] The signature of the Safety Director constitutes an agreement to the audit of applicable safety records by a representative of the ATA Safety & Loss Prevention Management Council if the company is judged eligible for an award. Failure to permit an audit will render the company ineligible for any award.

REPORTING OF LOST WORKDAY CASE EXPERIENCE

1. **Employee Hours Worked** – Annual employee hours worked shall be determined on the basis of 50 weeks of work per year for each individual.
2. **Optional Procedure – Drivers**
 - A. Using drivers' logs, the carrier may determine hours worked for a peak two week period and a slack two week period and calculate an average number of hours worked per week by drivers. To calculate employee hours worked per year, this average shall be multiplied by the number of drivers and then multiplied again by 50.
 - B. The following weekly averages may be used which include driving time and non-driving time.

Local Drivers: 41.2 hours per week per driver
Line-Haul Drivers: 52.25 hours per week per driver

Proceed as set forth in option A to calculate annual employee hours worked for drivers.
3. **Employee** – Any person directly in the service of the company will be considered an employee whose work time and involvement in a lost workday case shall be counted without regard to the status of the individual as a company employee, independent contractor, or one whose service has been obtained through a labor leasing organization, or otherwise. The term "employee" does not include persons in the service of independent outside agencies who may temporarily be at work on the carrier's premises or vehicles (e.g. plumbers, electricians, construction workers, tire specialists, lubrication specialists, etc.), incidental as their normal duties for their employer.
4. **OSHA 300 Recordable Case** – Any work-related injury or illness that causes an employee to experience days away from work, days of restricted work activity, or both, beyond the day of injury or onset of the illness or receiving medical treatment.
5. **Reporting by Job Classification** – Separately, report the experience of personnel in each applicable job classification listed on the form. If there are no employees in one or more of the job classifications shown, enter the letters N/A in the column.
6. **Reporting by Private Carriers** – A private carrier shall report only the employee hours worked and the lost workday cases of personnel directly involved in its transportation operations.
7. **Entering the Contest** – Entry in the ATA Truck and Industrial Safety Contests is a membership benefit and only open to American Trucking Associations and/or S&LPMC members. Entries should be faxed to (703) 838-1965 or mailed to:

ATA Safety & Loss Prevention Management Council
950 N. Glebe Road
Suite 210
Arlington, VA 22203-4181

8. **Questions & Rules** – Call (703) 838-1931 for any questions or to request copies of the ATA Truck & Industrial Safety Contest Rules.



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