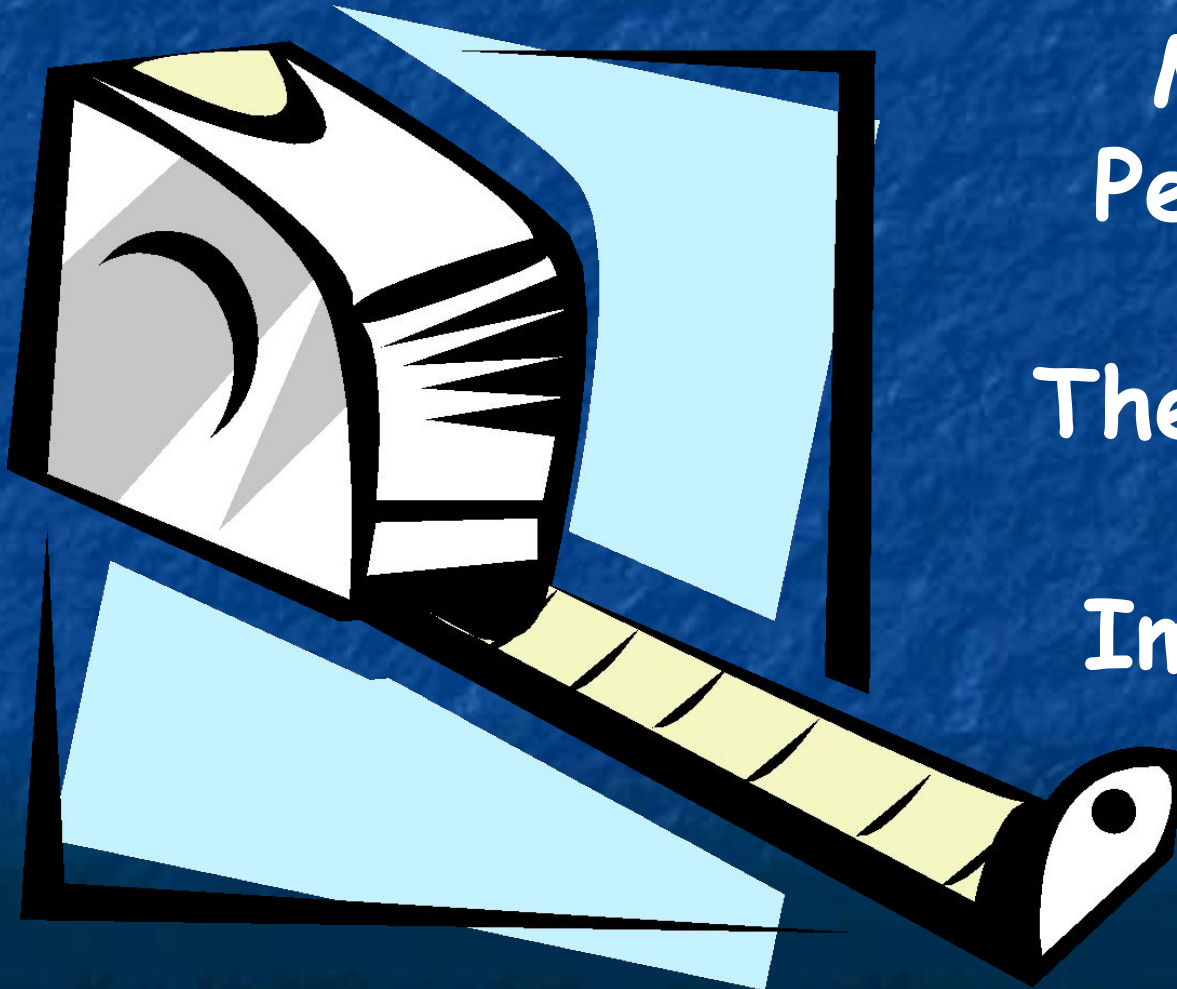




Incident Reporting

Measuring
Performance
is
The First Step
Toward
Improvement





Incident Reporting

Objectives:

- Reinforce why we report incidents
- Reinforce new reporting language
 - Key words
- Reinforce new reporting expectations



Measuring Performance



Incident Reporting
is
How We Measure
Safety Results



Safety Incident Reports

Required by P&G

1. Become an official record
2. Identify skill & knowledge gaps
3. Identify follow up actions
4. Provide a roadmap to improvement
 - training & skill development
 - technology choices



Standardized Terms



"New" Key Words:

- Use the phrase "Electrical Incident" in the "short title" field
- Major or Minor Short Circuit
 - Equipment damage
- Major or Minor Shock
 - Electrical Injury
- Major or Minor indicates the severity of the incident
- Do not use the term "electrocution" unless reporting a fatality.
- Using the key words helps in searching the database

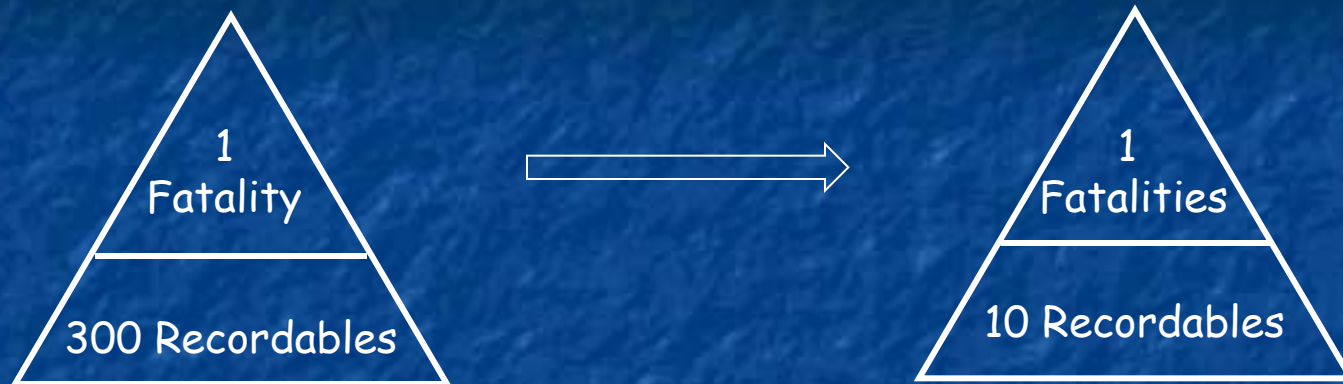


New KE Requirement O&M #15

1. The Site ESO (Electrical System Owner), or their designee must participate in all electrical incident investigations at the site.
2. Electrical knowledge is required for:
 - penetrating electrical incident details
 - clearly communicating the findings
 - determining the correct follow-up actions
3. All electrical safety incidents (including Class I) are to be reported via the HSE database.



Why Electrical Safety is So Important



General Safety Hazards

Electrical Hazards

OSHA injury data evaluated by IEEE safety committee

**Electrical injuries are 30 times
more likely to result in a
fatality than other types of
injuries.**





Filling out the Form

- ESO fills out a hardcopy form
- HSE or ESO inputs to the Global IRP
- Copy Prince.DR.3 as “other” in the automatic email option



Summary

- All incident reports are important
- The Site ESO is to participate in all electrical incident investigations
- All electrical incidents, including Class I are to be entered into the HSE Incident database

