

# Definitions and Coding used in Petroleum Occurrence Report Forms and Petroleum Monthly Status Report Forms

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### Introduction

The electronic (PDF) versions of the Petroleum Occurrence Report Form (ORF) and the Monthly Status Report Form (SRF) provide a convenient way to complete and submit the forms using Adobe Acrobat

This manual is intended to assist you with the definitions and coding structures used in the forms.

### **Abbreviations**

The abbreviations used in the forms are as follows:

LTI = Lost Time injury

ADI = Alternative duties injury

MTI = Medical treatment injury (no lost time)

FT = Fatality

### **Definitions**

### **Lost Time Injury (LTI)**

A lost time injury (LTI) is a work injury that results in an absence from work for at least one full day or shift any time after the day or shift on which the injury occurred.

### Alternative duties injury (ADI)

An alternative duties injury is a work injury which is not an LTI that results in the injured person being unable to fully perform his or her ordinary occupation (regular job) any time after the day or shift on which the injury occurred, and where either alternative or light duties are performed.

### **Medical treatment injury (MTI)**

A medical treatment injury (MTI) is a work injury which requires treatment beyond normal first aid but which is not a lost time injury or an alternative duties injury.

# **Coding Structures**

Facility Type	
Code	Description
1900	Administration
1901	Mobile Offshore Drilling Unit
1902	Fixed Platform
1903	Construction Platform
1904	Service Platform
1905	FPSO (Floating Platform Storage and Offloading)
1906	Marine Vessel
1907	Helicopter
1908	Fixed Wing Aircraft
1909	Drilling Operations Onshore
1910	Seismic Operations Onshore
1911	Construction Onshore
1912	Production and Processing Facilities Onshore
1913	Pipeline
1914	Sub-sea Completion
1915	Logistic Support Base
1916	Other - Offshore
1917	Other - Onshore

Bodily Location	
Code	Description
01	Eye
02	Ear
03	Face
04	Head (other than eye, ear and face)
05	Neck
06	Back
07	Trunk (other than back and excluding internal organs)
08	Shoulders and arms
09	Hands and fingers
10	Hips and legs
11	Feet and toes
12	Internal organs (located in the trunk)
98	Multiple locations (more than one of the above)
99	General and unspecified locations

Code         Description           01         Fractures (excluding of vertebral column)           02         Fracture of vertebral column with or without mention of spinal cord lesion           03         Distocations           04         Sprains and strains of joints and adjacent muscles (including acute trauma sprains and strains only)           05         Intracranial injury, including concussion           06         Internal injury of chest, abdomen and pelvis           07         Traumatic amputation, including enucleation of eye (loss of eyeball)           08         Open wound not involving traumatic amputation           09         Superficial injury           10         Contusion with intact skin surface and crushing injury, excluding those with fracture           11         Foreign body on external eye, in ear or nose or in respiratory, digestive or reproductive systems (including choking)           12         Burns           13         Injuries to nerves and spinal cord without evidence of spinal bone injury           14         Poisoning and toxic effects of substances           15         Effects of weather, exposure, air pressure and other external causes (including bends, drowning, electrocution)           16         Multiple injuries (only to be used where no principal injury can be identified)           17         Damage to artificial aids           19 <th>Nature</th> <th colspan="2">Nature of Injury</th>	Nature	Nature of Injury	
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91 Cancers and other neoplasms	71		
· ·	81	Disease of the circulatory system (including heart disease, hypertension, varicose veins)	
95 Mental disorders	91	Cancers and other neoplasms	
	95	Mental disorders	

Nature of Injury	
Code	Description
98	Other diseases

Mecha	Mechanism of Injury	
Code	Description	
01	Falls from a height	
02	Falls on the same level (including trips and slips)	
03	Hitting objects with a part of the body	
04	Exposure to mechanical vibration	
05	Being hit by moving objects (includes being caught between objects or machinery)	
06	Exposure to sharp, sudden sound	
07	Long term exposure to sounds	
08	Exposure to variations in pressure (other than sound)	
09	Repetitive movement with low muscle loading	
10	Other muscular stress	
11	Contact with electricity	
12	Contact or exposure to heat and cold	
13	Exposure to radiation	
14	Single contact with chemical or substance (excludes insect and spider bites and stings)	
15	Long term contact with chemical or substance	
16	Other contact with chemical or substance (includes insect and spider bites and stings)	
17	Contact with, or exposure to, biological factors	
18	Exposure to mental stress factors	
19	Slide or cave-in	
20	Vehicle accident	
98	Other and multiple mechanisms of injury	
99	Unspecified mechanisms of injury	

Break	Breakdown Agency	
Code	Description	
01	Machinery and fixed plant	
02	Mobile plant	
03	Road transport	
04	Other transport	
05	Powered equipment, tools and appliances	
06	Non-powered hand tools	
07	Non-powered equipment	
08	Chemicals	
09	Non-metallic substances	
10	Other materials, substances or objects	
11	Outdoor environment	
12	Indoor environment	
13	Underground environment	
14	Live animals	
15	Non-living animals	
16	Human agencies	
17	Biological agencies	
18	Non-physical agencies	
98	Other agencies	
99	Unspecified agencies	