Work relatedness

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**There are six possible classifications relating to the work relatedness of an incident.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | PDO | PDO Contractor | Third Party |
| Work related reportable and recordable |  |  |  |
| Work related reportable but non recordable |  |  |  |
| Non work related |  |  |  |
| Non PDO incident |  |  |  |
| Non accidental death - suicide |  |  |  |
| Non accident death - natural causes |  |  |  |

**Key questions to ask**

|  |  |  |
| --- | --- | --- |
| **1** | Does incident involve assets or persons which PDO has prevailing management control of through ownership or management of plant/equipment or through an employment contract of the injured person? | It is a reportable PDO work related incident – enter in FIM |
| **2** | Does incident involve ownership or management of assets or an injured person employed by a contractor (including subcontracting) formally working on a current PDO contract? | It is a reportable PDO contractor work related incident – enter in FIM |
| **3** | Does the incident involve PDO assets or PDO related operations which PDO or the PDO contractor has prevailing management control of but where the injured person is not conducting work on a PDO contract? | It is a reportable third party PDO incident – enter in FIM |
| **4** | Does the incident involve either: a PDO employee or PDO contractor in the course of his PDO work, a PDO operation, property, products, plant, craft or equipment owned or controlled by PDO or a place under the prevailing influence of PDO, or is likely to be the subject of legal action or public accusations against PDO? | Incident is classed as work related |
| **5** | Does the investigation show the incident involved a failure of management controls as required by PDO standards, specifications or procedures which led in some way to causing or failing to prevent the incident? | Incident is added to PDO statistics as work related reportable and recordable |
| **6** | Does the investigation show no potential influence of exposure from work causing a death by natural causes? | Incident is a non accidental death by natural causes |
| **7** | Does the investigation show the person had the incident in rest hours and there was no causational link with the PDO or contractor camp conditions or alternatively was commuting outside of the commuting policy in a private vehicle? | Incident is non work related |
| **8** | Does the investigation show the person was not conducting work at the time of the incident on PDO or PDO contracted work outside of PDO premises? | Incident is a non PDO incident |

An incident shall be considered work related until such time as the investigation team have sufficient justification to prove otherwise.

All work related third party fatalities resulting from assault, sabotage, and/or theft shall be included in the statistics.

Any lessons that result from the investigations should be entered into FIM and tracked to closure.

#### Examples

|  |  |  |
| --- | --- | --- |
| **Code** | **Incident** | **Classification** |
|  | **Camp** |  |
| C1 | Employee is bitten by a snake in the camp in non working hours | Non work related |
| C2 | Employee is bitten by a snake on duty in working hours | Work related |
| C3 | Employee suffers food poisoning after eating food he has let spoil in his room | Non work related |
| C4 | Employee traps his finger in the door in a camp in non working hours | Non work related |
| C5 | Employee slips on floor in shower block which is slippy and does not have anti slip surface | Work related |
| C6 | Employee trips over cables running over ground and which are not adequately contained. | Work related |
|  |  |  |
|  | **Travel** |  |
| T1 | Employee uses company vehicle without management permission for a private trip | Non work related |
| T2 | Employee travels from home to a medical organised by his company in a private vehicle when alternative transport has not been arranged. | Work related |
| T3 | Employee travels back home in a private vehicle when he has a paid bus/flight ticket from his employer | Third party Non work related |
| T4 | Employee on a work journey decides to travel off road to chase a rabbit and rolls the vehicle | Non work related |
| T5 | Employee decides to leave for a work journey in the dark before the journey plan allows and has a crash in the dark | Work related |
| T6 | Employee has a heart attack on a public commuting bus | Third party Non work related |
| T7 | Vehicle demobilized from PDO work crashes on return journey | Third party Non work related |
| T8 | Employee is travelling on a non PDO approved public bus service when his company have arranged a ticket on a PDO approved bus | Third party Non work related |
|  | **Work** |  |
| W1 | Contractors employee conducting non PDO work but in the contractors workshop/yard which should contractually be dedicated for PDO operations. | Work related |
| W2 | Employee is cooking food in a worksite without permission and burns himself | Work related |
| W3 | Employee is jogging on the road outside the camp before work and is struck by a passing vehicle | Non work related |
| W4 | Oryx falls into unguarded and obsolete water pit from a rig | Work related |
| W5 | Employee chokes on food at a restaurant in non working hours whilst away on a business trip abroad | Non work related |
| W6 | Employee chokes on food in the camp mess | Non work related |
| W7 | Employee falls down aircraft steps whilst boarding a plane on a business trip | Work related |
| W8 | Employee trips and falls in a fenced pipe yard | Work related |

The investigation team are responsible for proposing a classification regarding work relatedness and recordability. The final confirmation of classification shall be the responsibility of MSEM or his delegate. In case of a dispute the MDIRC will make the final decision.

For more in-depth guidance see GUI612 page 23.

**End of guidance**