

Electronic Injury and Reporting System *Procter & Gamble*

The Procter and Gamble Injury and Illness reporting system is a worldwide system where sites, facilities, and core Health and Safety communities track injury and illness data. This data is utilized for continuous improvement for our injury and illness prevention program. Comparisons and historic data can also be utilized from this system.

The system uses a .Net web interface to collect injury-illness data worldwide. The sites report by the 10th of the month. The data is then downloaded to a series of spreadsheets that calculate the injury and illness rate (a 12-month rolling average). The total company summary, along with all site reports and graphs, are published to the Global HS&E website monthly.

Benefits of system:

- Little development costs
- Readily available
- Shows trend lines for entire company
- Uses .Net to collect data and Microsoft Excel to produce graphs, etc.
- Easy for user to understand calculation and basis for summary (very transparent).

Disadvantages of system:

- Hard to add or delete sites and maintain data integrity
- Room for human error.

Advice:

- A validation process should be set up in order to ensure data accuracy once data is received.
- Having a single contact for each user to submit data to improves communication, deadlines and ease of deployment.
- Using a common technology that your users are familiar with allows them to concentrate on the data, not the technology.