



HEILA 1998

**KEY FACT SHEET ON
INJURIES TO EMPLOYEES
WITHIN
THE OFFICE-BASED INDUSTRY
REPORTED TO
LOCAL AUTHORITIES
1991/92 TO 1996/97**

OPERATIONS UNIT

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KEY CHANGES UNDER RIDDOR 95

KEY CHANGES IN REPORTABILITY OF INJURIES TO WORKERS FROM RIDDOR 85 TO RIDDOR 95

The term 'accident' now includes physical violence to people at work.

The criteria for a reportable major injury has been simplified and expanded slightly under RIDDOR 95; more fractures, except to fingers and toes, and more amputations are now defined as a major injury. Also, any dislocation to the knee, hip, shoulder or spine is now a major injury.

Over-3-day injuries are still injuries resulting in an inability to do normal work for more than 3 days. However the revision of the criteria of a major injury, as above, may have led to an over-3-day injury under RIDDOR 85, being now classed as a major injury under RIDDOR 95.

The substantial increase in the number of major injuries and small increase in the number of over-3-day injuries to workers, is largely due to these changes.

Non-fatal injuries to workers reported to local authorities, 1995/96 and 1996/97

| | Major Injuries | Over-3-Day injuries |
|-------------------------------|----------------|---------------------|
| Number of injuries in 1995/96 | 2 668 | 20 399 |
| Number of injuries in 1996/97 | 5 577 | 21 313 |
| Difference | +2 909 | +924 |
| (minus acts of violence) | (211) | (548) |
| Change | +2 698 | +366 |

KEY CHANGES IN REPORTABILITY OF INJURIES TO MEMBERS OF THE PUBLIC FROM RIDDOR 85 TO RIDDOR 95.

Under RIDDOR 85, an injury to a member of the public was reportable if it resulted in a fatality or one of a list specified major injuries. RIDDOR 95 specifies that fatalities are still reportable, but now include suicide or trespass on railways.

A reportable non-fatal injury to a member of the public now includes any injury caused by accidents arising out of or in connection with work which lead to a person being taken from the site of the accident to hospital.

These changes have led to a substantial increase in the number of non-fatal injuries to members of the public. The number of fatal injuries in the LA sector are relatively unaffected.

KEY FACTS ABOUT INJURIES WITHIN THE OFFICE-BASED INDUSTRY REPORTED TO LOCAL AUTHORITIES, 1991/92 TO 1996/97

Introduction

This factsheet describes the features and trends in statistics on injuries in the office-based industry for the years 1991/92 to 1996/97. This section of industry is made up of those businesses obtaining and redistributing funds, insurance, compulsory social security, computer consultancy, legal and accounting activities. This report relates to those injuries reported to local authorities by employers and others under RIDDOR¹.

In 1996/97 there were around 239,000 office based premises employing about 3.3 million people, an average of 14 employees per premise.

Local Authorities and HSE get to know about virtually all fatalities at work. However, not all non-fatal injuries are reported by employers and self-employed people. The results of HSE's accident questions in the Labour Force Survey confirm the substantial level of under-reporting. Details of the LFS and RIDDOR sources of injury information are given at Annex 1.

Aggregate statistics on reported injuries cannot give detailed information on all the circumstances surrounding a workplace accident. This factsheet, therefore, also includes some case studies on particular fatal injuries, which provide more detailed information on the specific circumstances of the accident.

SECTION 1 - INJURIES IN THE OFFICE-BASED INDUSTRY AS A WHOLE

Injury Statistics

The injuries in this report cover the six year period from 1991/92 to 1996/97. In this period employers and others have reported 9,231 injuries occurring within the office-based industry, of which:

- 17 were fatal injuries;
- 2,074 (22%) were major injuries;
- 7,140 (77%) were over-3-day injuries.

Table 1: Reported injuries by the employment status of injured person, 1991/92 to 1996/97

| Employment Status | Severity of Injury | | | |
|-----------------------|--------------------|--------------|--------------|--------------|
| | Fatal | Major | Over-3-Day | Total |
| Employees | 12 | 1 591 | 7 039 | 8 642 |
| Self-employed people | 3 | 62 | 101 | 166 |
| Members of the Public | 2 | 421 | .. | 423 |
| Total | 17 | 2 074 | 7 140 | 9 231 |

.. Not Reportable

1. The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1985 and RIDDOR 1995.

FATAL INJURIES

In the six year period to 1996/97 employers have reported 12 fatalities to employees, representing 12% of all employee fatalities in the LA enforced sector since 1991/92.

Table 2: Fatal injuries to Employees (including trainees) 1991/92 to 1996/97

| 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|---------|---------|---------|---------|---------|---------|-------|
| 3 | 3 | 2 | 1 | 3 | - | 12 |

The number of fatal injuries to employees in the office-based industry is relatively low and shows no trend in the past six years.

What were the circumstances of the fatality?

Of the 12 deaths reported:

- 6 resulted from a fall from a height.

What was the Nature of the Injury?

The nature of the injury was recorded in 4 of the 12 fatalities. Of these:

- 2 resulted from a fracture;
of which 1 was to the head and 1 was to the neck.
- 1 death resulted from being asphyxiated, and;
- 1 resulted from coming into contact with an electrical current.

Where did the Injury occur?

Of the 12 fatal injuries to employees, six occurred whilst on delivery off premise.

Table 3: Fatal injuries to employees by location of accident, 1991/92 to 1996/97

| Location of accident | Number |
|----------------------|-----------|
| Delivery off premise | 6 |
| Office | 3 |
| Loading bays (owner) | 1 |
| Workshop | 1 |
| Other location | 1 |
| Total | 12 |

Of the six fatal injuries occurring whilst on delivery off premise:

- 2 resulted from a fall from a height;
- 1 involved being struck by a moving vehicle;
- 1 resulted from asphyxiation.

Of the three fatal injuries occurring in the office:

- 2 resulted from a fall from a height;
- 1 involved coming into contact with electrical current.

CASE STUDIES

Below is a narrative account [based on the investigating officer's report] of a fatal injury to an employee.

" An office worker overbalanced and fell to his death from a third floor window. In order to open the window, a 360 degree pivoting window, the deceased person stood on some trunking, overbalanced and fell to his death."

NON-FATAL INJURIES

In the six year period to 1996/97 employers reported 1,591 major injuries and 7,039 over-3-day injuries (an accident resulting in an absence from normal work of 4 days or more) to employees. These 1,591 major injuries represent 9% of all major injuries to employees reported over this period to local authorities, and the 7,039 over-3-day injuries represent 6% of all over-3-day injuries to employees reported over this period to local authorities.

Table 4: Non-fatal injuries to employees (including trainees), 1991/92 to 1996/97

| | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|------------|---------|---------|---------|---------|---------|---------|-------|
| Major | 260 | 225 | 237 | 231 | 205 | 433 | 1 591 |
| Over-3-Day | 1 114 | 1 141 | 1 150 | 1 216 | 1 167 | 1 251 | 7 039 |

Numbers of non-fatal injuries are difficult to interpret without allowing for the associated levels of employment. Tables 5 and 6 display rates of major and over-3-day injury for the LA enforced sector for the past six years.

Table 5: Rates of major injury in the LA enforced sector, 1991/92 to 1996/97

| | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 |
|------------------|-------------|-------------|-------------|-------------|------------|-------------|
| Retail | 39.5 | 41.6 | 40.1 | 48.5 | 46.1 | 90.3 |
| Wholesale | 43.5 | 47.7 | 39.7 | 41.9 | 40.1 | 59.1 |
| Offices | 11.5 | 10.9 | 11.7 | 11.0 | 9.7 | 23.6 |
| Hotel & Catering | 34.7 | 38.9 | 41.4 | 44.1 | 39.9 | 70.8 |
| Consumer/leisure | 42.3 | 43.8 | 44.0 | 48.3 | 48.7 | 102.6 |

Table 6: Rates of over-3-day injury in the LA enforced sector, 1991/92 to 1996/97

| | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 |
|------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Retail | 393.3 | 379.9 | 367.0 | 387.9 | 408.0 | 383.7 |
| Wholesale | 274.5 | 270.3 | 260.0 | 289.9 | 282.6 | 199.7 |
| Offices | 51.7 | 56.2 | 57.1 | 61.0 | 53.8 | 74.7 |
| Hotel & Catering | 194.6 | 209.1 | 228.2 | 229.2 | 204.5 | 205.1 |
| Consumer/leisure | 229.9 | 243.5 | 226.9 | 236.8 | 213.0 | 294.9 |

The key points for trends in reported injury are:

- The rates of reported major and over-3-day injury in office-based industry are the lowest in the LA enforced sector, and have shown no overall trend over the five year period to 1995/96; increases in 1996/97 will reflect changes in reporting regulations and improved employer reporting.
- The LFS shows that the rate of non-fatal injury in office-based industry has fallen by 42% since 1989/90.
- This indicates an improvement in employer reporting of injuries from 5% in 1989/90 to 14% in 1996/97.

Where did the injury occur?

Table 7 shows the number of major and over-3-day injuries to employees by the location of the accident.

Table 7: Non-fatal injuries to employees by the location of accident, 1991/92 to 1996/97

| Location of accident | Major | % | Over-3-Day | % |
|-----------------------------|--------------|------------|-------------------|------------|
| Office | 699 | 44 | 3 657 | 52 |
| Delivery off premise | 335 | 21 | 1 256 | 18 |
| Loading bay (owner) | 52 | 3 | 302 | 4 |
| Warehouse | 43 | 2 | 222 | 3 |
| Car park | 79 | 5 | 156 | 2 |
| Staff room | 35 | 2 | 131 | 2 |
| Kitchen | 24 | 2 | 133 | 2 |
| Entrance or exit | 41 | 3 | 138 | 2 |
| Sales area | 39 | 2 | 117 | 2 |
| Other location | 244 | 15 | 927 | 13 |
| Total | 1 591 | 100 | 7 039 | 100 |

Half of all non-fatal injuries occurred in the office with a further fifth occurring on delivery off premise. The main features are:

major injuries:

- 44% (699) of injuries occurred in the office;
- 21% (335) of injuries occurred on delivery off premise.

over-3-day injuries:

- 52% (3,657) of injuries occurred in the office;
- 18% (1,256) of injuries occurred on delivery off premise.

More details on injuries occurring in offices and whilst on delivery are given in Sections 2 and 3 of this fact sheet.

What were the circumstances of the injury?

The vast majority of major injuries in the office-based industry over the six year period resulted from a slip or trip or fall from a height .

- 812 (51%) injuries resulted from a slip or trip (237 involved slipping on a slippery surface, 213 involved lost footing and 187 involved falling over an obstruction).
- 352 (22%) injuries resulted from falling from a height (179 resulted from a fall down stairs, 82 involved a fall from a ladder of some type and 59 involved some other type of workplace equipment e.g. chair or racking).
- Being struck by a moving or flying object resulted in 131 (8%) injuries (52 involved being struck by a door or ramp, 15 involved being struck by a object falling from a shelf or table and 14 involved being struck by a piece of falling structure).
- Handling, lifting or carrying an object resulted in 78 (5%) injuries.

Around a third of all over-3-day injuries involved the person handling, lifting or carrying a load. Slips and trips accounted for a further 27% of all over-3-day injuries.

- 2,174 (31%) injuries resulted from the person handling, lifting or carrying a load (887 involved handling, lifting or carrying a heavy object and 892 involved handling, lifting or carrying an awkward object).
- 1,935 (27%) injuries resulted from a slip or trip (446 involved slipping on a slippery surface, 430 involved lost footing, 417 resulted from falling over an obstruction, 324 slipped on the stairs and 301 involved slipping on an uneven surface).
- 913 (13%) injuries resulted from a fall from a height (520 involved a fall down stairs 117 involved a fall from a ladder of some type and 203 involved a fall from some other type of workplace equipment e.g. chair or racking).
- Being struck by a moving or flying object resulted in 890 (13%) injuries (300 involved being struck by a door or ramp, 193 involved being struck by a piece of falling structure and 138 involved being struck by a object falling from a shelf or table).
- 445 (6%) injuries resulted from striking a fixed object (386 involved walking into a fixed object e.g. a wall or desk).

What was the Nature of the injury and what part of the body was affected?

The majority (82%) of major injuries to employees involved a fracture:

- Fractures accounted for 1,310 major injuries to employees. Of these 385 were to the wrist, 357 were to the arm, shoulder or collar bone, 191 were to the ankle and 154 were to the leg, hip or thigh.
- 38 (2%) injuries resulted from a burn; of these 28 were burns to the eye, resulting from coming into contact with chemicals.

Two fifths of over-3-day injuries were sprains or strains.

- Sprains and strains accounted for 2,786 (40%) of all over-3-day injuries (1,300 were to the back or spine, 417 were to the ankle, 277 were to the leg, hip or thigh and 218 were to the arm, shoulder or collar bone).
- 1,418 (20%) over-3-day injuries were bruises (274 were to multiple sites of the body 209 were to leg, hip or thigh, 190 were to the back or spine, 106 were to the foot, 121 were to the head, 121 were to the arm, shoulder or collar bone and 75 were to the finger).
- 589 (8%) injuries were fractures¹ (166 were to the foot, 137 were to the finger, 115 were to the toe, and 62 were to the hand).
- 521 (7%) injuries to employees involved more than one type of injury.

1 - Under RIDDOR 95 only fractures to the fingers and toes are reportable as over-3-day injuries

SECTION 2 - INJURIES IN THE OFFICE

NON-FATAL INJURIES TO EMPLOYEES

In the six year period to 1996/97, 4,356 non-fatal injuries to employees occurred in the office itself, of which 699 were major injuries and 3,657 were over-3-day injuries.

What were the circumstances of the injury?

Of the 699 major injuries:

- 49% (340) resulted from a slip or trip.
- 27% (187) resulted from a fall from a height.
- 7% (46) resulted from being struck by a moving object.
- 6% (40) of injuries involved handling, lifting or carrying a load.

Of the 3,657 over-3-day injuries:

- 35% (1,277) resulted from handling, lifting or carrying an object.
- 25% (911) resulted from a slip or trip.
- 15% (564) resulted from a fall from a height.
- 12% (439) resulted from being struck by a moving object.
- 7% (243) resulted from the person striking a fixed object.

SECTION 3 - INJURIES OCCURRING WHILST ON DELIVERY

NON-FATAL INJURIES TO EMPLOYEES

In the six year period to 1996/97 there were 1,591 non-fatal injuries occurring to employees on delivery whilst off the premise, of which 335 were major injuries and 1,256 were over-3-day injuries.

What were the circumstances of the injury?

Of the 335 major injuries:

- 180 (54%) resulted from a slip or trip.
- 75 (22%) resulted from a fall from a height.
- 27 (8%) resulted from being struck by a moving object.

Of the 1,256 over-3-day injuries:

- 403 (32%) resulted from a slip or trip.
- 311 (25%) resulted from handling, lifting or carrying an object.
- 163 (13%) resulted from a fall from a height.
- 154 (12%) resulted from being struck by a moving object.

Source of Injury Statistics.

The statistics in this fact sheet are based on injuries reported to local authorities under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 1985 & 1995. The statistics refer to injuries occurring in the office-based industry which is made up of those businesses obtaining and redistributing funds, insurance, compulsory social security (SIC92 sections 65.11 to 67.20), computer consultancy (SIC92 sections 72.10 to 72.60), legal and accounting activities (SIC92 sections 74.11 to 74.84).

Reporting of Injuries and the LFS

Local Authorities and HSE get to know about virtually all fatalities at work. However, not all non-fatal injuries are reported by employers and self-employed people. As a result, HSE places a set of accident questions each year in the Labour Force Survey (LFS). The most recent results show that employers currently report about 40% of non-fatal injuries to employed people.

The reporting levels vary between employers in different industries and are lowest in many parts of the services industry. This means that reported injuries understate the true risk of injury in the services industry, including the office-based industry, compared with industry generally. The LFS shows that around 14% of non-fatal injuries to employees in the office-based industry are reported.

A fact sheet on the results of the LFS is available from the Operations Unit

Tables: on injuries in the office-based industry

- Table 1: Rates of major injury to employees, 1991/92 to 1996/97
- Table 2: Rates of over-3-day injury to employees, 1991/92 to 1996/97
- Table 3: Fatal injuries to employees and members of the public by kind of accident, 1991/92 to 1996/97.
- Table 4: Major injuries to employees by kind of accident, 1991/92 to 1996/97.
- Table 5: Over-3-Day injuries to employees by kind of accident, 1991/92 to 1996/97.
- Table 6: Major injuries to members of the public by kind of accident, 1991/92 to 1996/97.
- Table 7: Major injuries to employees by location of accident, 1991/92 to 1996/97.
- Table 8: Over-3-day injuries to employees by location of accident, 1991/92 to 1996/97.
- Table 9: Major injuries to members of the public by location of accident, 1991/92 to 1996/97.

Table 1: Rates* of major injury to employees, 1991/92 to 1996/97

| | 1991/92 | 1991/92 | 1992/93 | 1993/94 | 1995/96 | 1996/97 |
|--|-------------|-------------|-------------|-------------|------------|-------------|
| Retail | 39.5 | 41.6 | 40.1 | 48.5 | 46.1 | 90.3 |
| Wholesale | 43.5 | 47.7 | 39.7 | 41.9 | 40.1 | 59.1 |
| Offices | 11.5 | 10.9 | 11.7 | 11.0 | 9.7 | 23.6 |
| Hotel & Catering | 34.7 | 38.9 | 41.4 | 44.1 | 39.9 | 70.8 |
| Consumer/leisure | 42.3 | 43.8 | 44.0 | 48.3 | 48.7 | 102.6 |
| Manufacturing | 139.4 | 136.2 | 138.6 | 138.9 | 130.5 | 206.4 |
| Construction | 261.0 | 230.4 | 214.4 | 221.2 | 224.0 | 394.8 |
| All industry | 81.6 | 80.3 | 79.3 | 80.4 | 77.1 | 125.8 |
| Under RIDDOR 95 the definition of a major injury was widened | | | | | | |

Table 2: Rates* of over-3-day injury to employees, 1991/92 to 1996/97

| | 1991/92 | 1991/92 | 1992/93 | 1993/94 | 1995/96 | 1996/97 |
|------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Retail | 393.3 | 379.9 | 367.0 | 387.9 | 408.0 | 383.7 |
| Wholesale | 274.5 | 270.3 | 260.0 | 289.9 | 282.6 | 199.7 |
| Offices | 51.7 | 56.2 | 57.1 | 61.0 | 53.8 | 74.7 |
| Hotel & Catering | 194.6 | 209.1 | 228.2 | 229.2 | 204.5 | 205.1 |
| Consumer/leisure | 229.9 | 243.5 | 226.9 | 236.8 | 213.0 | 294.9 |
| Manufacturing | 1 264.5 | 1 219.0 | 1 162.1 | 1 193.7 | 1 067.4 | 1 002.5 |
| Construction | 1 515.7 | 1 277.6 | 1 127.4 | 1 139.4 | 1 030.3 | 1 106.0 |
| All industry | 707.6 | 669.0 | 640.2 | 657.2 | 607.4 | 571.9 |

* Incidence rates are the number of injuries per 100,000 employees and are based on injuries reported to both HSE and local authorities.

Table 3: Fatal injuries to employees and members of the public by kind of accident, 1991/92 to 1996/97.

| Employees | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|---------------------------|----------|----------|----------|----------|----------|----------|-----------|
| Struck by a moving object | - | 1 | - | - | - | - | 1 |
| Struck by moving vehicle | - | - | 1 | - | - | - | 1 |
| Fall from a height | 2 | 1 | 1 | 1 | 1 | - | 6 |
| Drowning or asphyxiation | 1 | - | - | - | - | - | 1 |
| Contact with electricity | - | 1 | - | - | - | - | 1 |
| Other kind of accident | - | - | - | - | 2 | - | 2 |
| Total | 3 | 3 | 2 | 1 | 3 | - | 12 |

Members of the Public

| | | | | | | | |
|--------------------------|----------|----------|----------|----------|----------|----------|----------|
| Struck by moving vehicle | - | - | - | 1 | - | - | 1 |
| Slip or Trip | - | - | 1 | - | - | - | 1 |
| Total | - | - | 1 | 1 | - | - | 2 |

Table 4: Major injuries to employees by kind of accident, 1991/92 to 1996/97.

| Kind of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|--|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Contact with moving machinery or material being machined | 6 | 4 | 3 | 4 | 4 | 8 | 29 |
| Struck by moving inc. flying/falling object | 13 | 9 | 23 | 15 | 11 | 60 | 131 |
| Struck by moving vehicle | 4 | 4 | 6 | 6 | 2 | 9 | 31 |
| Strike against something fixed or stationary | 4 | 3 | 6 | 6 | 11 | 27 | 57 |
| Injured whilst handling, lifting or carrying | 8 | 7 | 15 | 10 | 9 | 29 | 78 |
| Slip, trip or fall on same level | 137 | 124 | 121 | 123 | 123 | 184 | 812 |
| Fall from a height | 71 | 57 | 51 | 52 | 40 | 81 | 352 |
| Drowning or asphyxiation | - | - | 1 | - | - | 2 | 3 |
| Exposure to or contact with harmful substance | 11 | 10 | 5 | 6 | 3 | 4 | 39 |
| Exposure to an explosion | - | 1 | - | 1 | - | 3 | 5 |
| Contact with electricity or an electrical discharge | 1 | 3 | 3 | 2 | 2 | 6 | 17 |
| Injured by an animal | - | 1 | 1 | - | - | 2 | 4 |
| Acts of Violence | - | - | - | - | - | 15 | 15 |
| Other kind of accident | 3 | 2 | 2 | 6 | - | 3 | 16 |
| Total | 260 | 225 | 237 | 231 | 205 | 433 | 1 591 |
| Under RIDDOR 95 the definition of a major injury was widened | | | | | | | |

Table 5: Over-3-Day injuries to employees by kind of accident, 1991/92 to 1996/97.

| Kind of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|--|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Contact with moving machinery or material being machined | 28 | 22 | 22 | 17 | 17 | 20 | 126 |
| Struck by moving inc. flying/falling object | 157 | 138 | 139 | 156 | 152 | 148 | 890 |
| Struck by moving vehicle | 30 | 35 | 24 | 16 | 22 | 23 | 150 |
| Strike against something fixed or stationary | 67 | 73 | 78 | 68 | 83 | 76 | 445 |
| Injured whilst handling, lifting or carrying | 334 | 314 | 380 | 410 | 363 | 373 | 2 174 |
| Slip, trip or fall on same level | 291 | 349 | 309 | 363 | 322 | 301 | 1 935 |
| Fall from a height | 162 | 145 | 151 | 140 | 161 | 154 | 913 |
| Drowning or asphyxiation | - | - | 1 | 3 | 2 | 1 | 7 |
| Exposure to or contact with harmful substance | 19 | 30 | 27 | 23 | 14 | 20 | 133 |
| Exposure to fire | - | - | - | 1 | 1 | 3 | 5 |
| Exposure to an explosion | 1 | 1 | 1 | 2 | 1 | 31 | 37 |
| Contact with electricity or an electrical discharge | 8 | 5 | 7 | 6 | 16 | 9 | 51 |
| Injured by an animal | 2 | 2 | 4 | 4 | 5 | 8 | 25 |
| Acts of Violence | - | - | - | - | - | 67 | 67 |
| Other kind of accident | 15 | 27 | 7 | 7 | 8 | 17 | 81 |
| Total | 1 114 | 1 141 | 1 150 | 1 216 | 1 167 | 1 251 | 7 039 |

Table 6: Major injuries to members of the public by kind of accident, 1991/92 to 1996/97.

| Kind of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|---|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Contact with moving machinery or material being machined | 2 | 4 | 3 | 4 | - | 4 | 17 |
| Struck by moving inc. flying/falling object | 2 | 2 | 2 | - | 3 | 11 | 20 |
| Struck by moving vehicle | 1 | - | - | 2 | - | 2 | 5 |
| Strike against something fixed or stationary | - | 1 | 1 | 1 | - | 10 | 13 |
| Injured whilst handling, lifting or carrying | 1 | - | - | - | - | - | 1 |
| Slip, trip or fall on same level | 40 | 54 | 62 | 66 | 25 | 27 | 274 |
| Fall from a height | 14 | 15 | 18 | 10 | 6 | 12 | 75 |
| Exposure to an explosion | 1 | - | - | 1 | - | - | 2 |
| Injured by an animal | - | - | - | - | 1 | 1 | 2 |
| Other kind of accident | - | 3 | 5 | 3 | 1 | - | 12 |
| Total | 61 | 79 | 91 | 87 | 36 | 67 | 421 |
| Under RIDDOR 95 a non-fatal injury to a member of the public was widened to include such things as "taken to hospital", | | | | | | | |

Table 7: Major injuries to employees by location of accident, 1991/92 to 1996/97.

| Location of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|--|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Office | 93 | 106 | 114 | 92 | 97 | 197 | 699 |
| Delivery off premises | 67 | 42 | 47 | 53 | 49 | 77 | 335 |
| Car parks | 9 | 10 | 7 | 12 | 15 | 26 | 79 |
| Loading bays (owners) | 8 | 11 | 9 | 8 | 1 | 15 | 52 |
| Sales areas | 9 | 7 | 8 | 7 | 3 | 5 | 39 |
| Entrance or exit | 7 | 7 | 4 | 6 | 7 | 10 | 41 |
| Staff room | 15 | 4 | 3 | 4 | 1 | 8 | 35 |
| Kitchen | 8 | 8 | 3 | 2 | 2 | 1 | 24 |
| Warehouse | 3 | 3 | 5 | 4 | 8 | 20 | 43 |
| Outside the building | - | - | 2 | 7 | 9 | 10 | 28 |
| Canteen / restaurant | 5 | 3 | 4 | 2 | - | 2 | 16 |
| Shopping mall | - | 3 | 4 | 7 | - | 4 | 18 |
| Stairs (not in offices) | 5 | 1 | - | 3 | 2 | 8 | 19 |
| Exhibitions | 3 | 1 | 6 | 1 | - | 2 | 13 |
| Stock room | 1 | 1 | 1 | 2 | 4 | 3 | 12 |
| Other places | 27 | 18 | 20 | 21 | 7 | 45 | 138 |
| Total | 260 | 225 | 237 | 231 | 205 | 433 | 1 591 |
| Under RIDDOR 95 the definition of a major injury was widened | | | | | | | |

Table 8: Over-3-Day injuries for employees by location of accident, 1991/92 to 1996/97.

| Location of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Office | 551 | 577 | 623 | 617 | 661 | 628 | 3 657 |
| Delivery off premises | 242 | 223 | 189 | 229 | 192 | 181 | 1 256 |
| Loading bays (owners) | 43 | 46 | 54 | 69 | 42 | 48 | 302 |
| Warehouse | 32 | 24 | 30 | 51 | 46 | 39 | 222 |
| Car park | 16 | 30 | 18 | 28 | 33 | 31 | 156 |
| Kitchen | 32 | 30 | 23 | 18 | 14 | 16 | 133 |
| Staff room | 31 | 27 | 17 | 19 | 19 | 18 | 131 |
| Entrance or exit | 21 | 22 | 18 | 24 | 17 | 36 | 138 |
| Stock room | 16 | 17 | 20 | 11 | 26 | 18 | 108 |
| Sales areas | 6 | 12 | 23 | 26 | 21 | 29 | 117 |
| Canteen / restaurant | 19 | 7 | 8 | 14 | 9 | 9 | 66 |
| Shopping mall | - | 19 | 27 | 10 | - | 14 | 70 |
| Outside the building | - | - | 7 | 11 | 23 | 27 | 68 |
| Loading bay (customer) | 10 | 9 | 5 | 6 | 8 | 14 | 52 |
| Print room | 9 | 10 | 11 | 7 | - | 2 | 39 |
| Stairs | 10 | 5 | 2 | 10 | 8 | 17 | 52 |
| Workshop/machine room | 4 | 12 | 4 | 2 | 10 | 5 | 37 |
| Plant/boiler room | 9 | 5 | 7 | 7 | 3 | 8 | 39 |
| Other places | 63 | 66 | 64 | 57 | 35 | 111 | 396 |
| Total | 1 114 | 1 141 | 1 150 | 1 216 | 1 167 | 1 251 | 7 039 |

Table 9: Major injuries for members of the public by location of accident, 1991/92 to 1996/97.

| Location of accident | 1991/92 | 1992/93 | 1993/94 | 1994/95 | 1995/96 | 1996/97 | Total |
|---|----------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Shopping mall | - | 30 | 37 | 45 | - | 5 | 117 |
| Office | 8 | 9 | 20 | 5 | 21 | 39 | 102 |
| Entrance or exit | 9 | 11 | 14 | 13 | 5 | 10 | 62 |
| Exhibition | 7 | 13 | 6 | 5 | - | - | 31 |
| Car park | 5 | 7 | 4 | 5 | 3 | 1 | 25 |
| Sales area | 3 | 1 | 1 | 4 | - | 3 | 12 |
| Other places | 29 | 8 | 9 | 10 | 7 | 9 | 72 |
| Total | 61 | 79 | 91 | 87 | 36 | 67 | 421 |
| Under RIDDOR 95 a non-fatal injury to a member of the public was widened to include such things as "taken to hospital", | | | | | | | |