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New Jersey Public Employees Occupational Injuries & Illnesses

1988 - 1990

State of New Jersey
Jim Florio, Governor

Department of Labor
Raymond L. Bramucci, Commissioner

Public Employees Occupational
Safety & Health Program



**NEW JERSEY PUBLIC EMPLOYEES
OCCUPATIONAL INJURIES AND ILLNESSES
1988 - 1990**

NEW JERSEY DEPARTMENT OF LABOR

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PREFACE

The NJ Department of Labor is responsible for administering provisions of the Public Employees Occupational Safety and Health Act, which was enacted in 1983 in recognition of the fact that the prevention of occupational injuries and illnesses is as important to public agencies and their employees as it is to employers and workers in the private sector. The principal goal of this Act is to reduce the number of occupational injuries and illnesses in the public sector by preventing the occurrence of accidents and conditions leading to occupational diseases.

This publication contains data regarding the incidence of public sector occupational injuries and illnesses as compiled through annual surveys of public employers throughout the state. These data help identify hazardous areas within the public sector that warrant special attention by safety professionals. In addition, public employers and employees can use these data to compare the experience of their workplaces with that of other governmental units performing similar activities.

Statistics are included in this report for calendar years 1988, 1989, and 1990. Users are cautioned, however, that this is not enough historical data to establish any meaningful trends. Some degree of random fluctuation can be expected from year to year, making it necessary to track these statistics over a long enough period of time for these to cancel out and reveal underlying trends. Also, the incidence rates for 1988 through 1990 were probably affected by the learning curve of recordkeeping. To improve the accuracy of these data, a year of considerable effort was put forth to educate recordkeepers as to the specific requirements of the regulations.

It should be noted that all of the data collected is not shown in this publication. Additional data is available from the survey staff at (609) 292-8998.

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INTRODUCTION

In 1983, the Legislature passed the New Jersey Public Employees Occupational Safety and Health Act (N.J.S.A. 34 6A-25 et seq.) effective January 1984, in order to ensure that all public employees were provided with a safe and healthful work environment free from recognized hazards. This law covers employees of the state, counties, and municipalities, whether paid or unpaid. Excluded from the law are bi-state agencies, elected officials, and members of boards and commissions. The New Jersey Department of Labor, in conjunction with the New Jersey Department of Health and the New Jersey Department of Community Affairs, is the primary agency responsible for administering and enforcing this law.

Since January 1, 1988, public employers have been required to maintain occupational injury and illness records as spelled out in New Jersey Department of Labor regulations. Each establishment must maintain a Log and Summary of Occupational Injuries and Illnesses (Form NJOSH No. 200), on a calendar year basis, listing all occupational deaths, illnesses and work-related injuries which involve one or more of the following: loss of consciousness, restriction of work or motion, transfer to another job, or medical treatment beyond first aid. An Employer's First Report of Accidental Injury or Occupational Disease (Form L & I - 1 or equivalent) must be filed with the Department and also maintained for each case recorded on the log, in order to provide additional information for both Workers' Compensation and inspection purposes.

Employers are required to post the summary of the Log of Occupational Injuries and Illnesses (NJOSH No. 200) each year during the month of February. This summary information forms the basis of the data compiled through the Department of Labor Annual Survey.

The terms used in the log and survey, such as occupational injury, incidence rate, and so forth, are defined in the Glossary of Terms that appears in the Appendix. Samples of forms NJOSH No. 200 and NJOSH No. 200-S (the annual Survey Form) are also included in the Appendix.

SURVEY HIGHLIGHTS

Findings of the Department of Labor's annual surveys of occupational injuries and illnesses underscore the importance of efforts to improve workplace safety in the public sector. During 1990, there were nearly 51,000 incidents involving injury or illness to state, local and volunteer agency employees. This represented 14.6 illness and injury cases per 100 full-time equivalent employees.¹ Incidence rates for 1988 and 1989 were in the same range (14.1 in 1988 and 15.1 in 1989).²

Almost half of all occupational injuries and illness cases during 1990 involved lost time from normal work activity. Lost workday cases (which include those involving either actual absence from work or restricted work activity) totaled approximately 25,000 and the total number of days workers were idled or on restricted activity for this reason was nearly 367,000, or 105.1 days per 100 full-time equivalent employees. About 95% of the "lost workdays" involved actual time away from work and the remaining 5% involved restricted work activity.

Workplace hazards vary considerably from one kind of public service to another. Incidence rates during the 1988-1990 period were found to be the lowest in general administrative activities and highest among employees of residential facilities operated by state social service agencies, public hospitals, correctional institutions, police and fire departments, and electric, gas and sanitary services. Employees of agencies providing amusement and recreational services also experienced comparatively high numbers of injuries and illnesses.

STATE GOVERNMENT

In 1990, approximately 13,300 injury and illness cases were reported by State government agencies. This translated into an incidence rate of 13.0 per 100 full-time equivalent employees, which was 1.6 below the rate for all public employees. State workers lost workdays or were on restricted activity for nearly 7,100 workdays because of injuries and illnesses, or 107.1 per 100 full-time equivalent employees. Those who lost time were idled or on restricted duty for an average of 15 days.

¹Comparable information is not available for New Jersey private sector workers. Nationally, however, the 1990 incidence rate for all of private industry was 8.8 occupational injuries and illnesses per 100 full-time equivalent workers.

²There is as yet insufficient historical data from these surveys for trend analysis, especially considering that some random fluctuation has to be expected from year to year. Also, users are cautioned that there probably was some under-recording of injuries and illnesses during 1988 because of misunderstanding of the new recordkeeping requirements that first went into effect that year. Therefore, improved recordkeeping probably explains part of the increase in the incidence rate from 1988 to 1989.

Activities within state government with the highest incidence rates during 1990 were residential care facilities of social service agencies (32.7 per 100 full-time employees), elementary and secondary schools administered by the State (27.5), hospitals (20.9) and correctional institutions (20.7). Incidence rates for most other State government operations were considerably lower, ranging from 2.1 in the administration of human resource programs to 5.1 in colleges and universities and 5.2 in police protection.

LOCAL GOVERNMENT

Local government agencies reported nearly 36,700 injury and illness cases for 1990, or 15.1 per 100 full-time equivalent employees. Their employees lost or were on restricted duty for about 252,000 workdays for this reason. This represented 103.7 lost days per 100 workers. The average number of days lost by those losing time from their normal duties was 14.

Incidence rates among local government employees were found to be highest during 1990 in electric, gas and sanitary services (28.0); hospitals (27.7); fire protection (26.7); amusement and recreational services (25.5); and police protection (24.7). Employees of executive, legislative and general local government operations also experienced a relatively high incidence rate of 15.7, as did those involved in environmental quality and housing programs where the incidence rate was 15.3.

Local government incidence rates were below average in the administration of human resources programs (5.2), social services (7.7), economic programs (10.8), and education (10.8).

VOLUNTEER SERVICES

Volunteer fire departments, which make up the majority of this sector, reported the occurrence of 900 occupational injuries and illnesses during 1990. The incidence rate for volunteer service agencies was 27.4 per 100 full-time equivalent workers, nearly double the rate for other public employees. Lost or restricted duty workdays totaled about 4,800, or 145.1 per full-time equivalent employee, and the average time lost was 15.8 days.

OCCUPATIONAL ILLNESSES

Only 3.3% of the cases reported by public agencies during 1988 through 1990 were occupational illnesses. Reported occupational illnesses totaled 1,760 in 1990.

Skin diseases accounted for 37.1% of all reported occupational illnesses during 1990 and respiratory conditions accounted for 29.3%. Other types of reported illnesses included those caused by physical agents (5.8%), poisoning (3.7%), repeated trauma (3.2%) and dust in lungs (0.9%). The remaining 19.9% were scattered over a range of other illness categories.

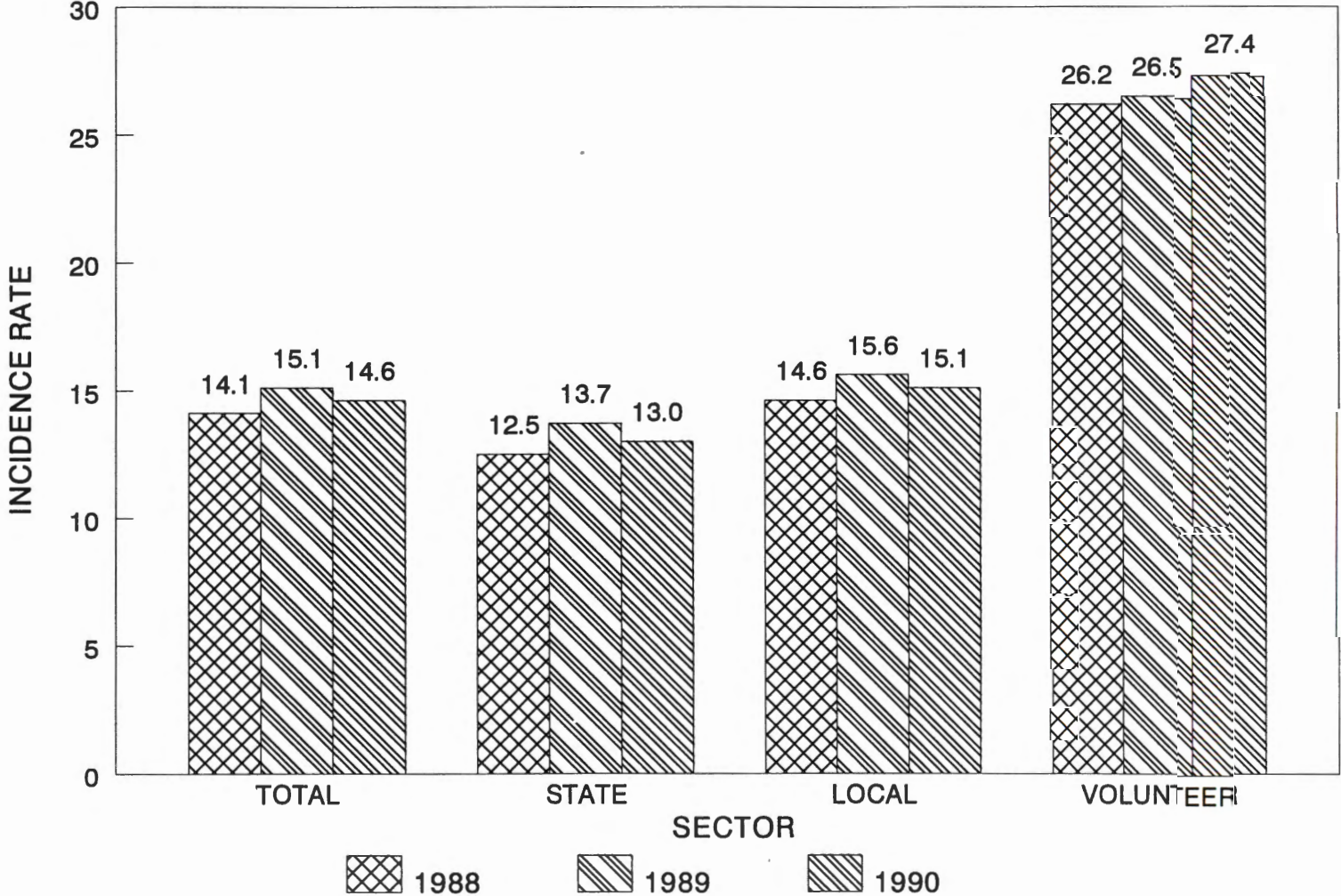
OCCUPATIONAL FATALITIES

Reported fatalities caused by work-related accidents or illnesses totaled 14 in 1988, 28 in 1989 and 10 in 1990. The predominant causes of occupational fatalities in each of the three years were motor vehicle accidents and heart attacks. Of the ten reported fatalities during 1990, motor vehicle accidents accounted for four and heart attacks accounted for another four.

AVAILABILITY OF ADDITIONAL DATA

The statistics included in this report are limited to certain broad categories of public sector programs. More detailed breakdowns are available from the Division of Program Analysis and Evaluation for those interested in focusing on a particular activity. In addition, statistics compiled from employers' first reports of accidents are available on accident causes, the nature of illnesses and injuries, and part of body affected, etc. A companion report summarizing these data will be published in the near future.

**Chart 1: Total Injury and Illness Incidence Rates By Sector
New Jersey, 1988–1990**



**TABLE 1: OCCUPATIONAL INJURY AND ILLNESS INCIDENCE RATES BY SECTOR
NEW JERSEY, 1988 – 1990**

SECTOR	INCIDENCE RATES PER 100 FULL-TIME EMPLOYEES ⁵								
	TOTAL INJURIES AND ILLNESSES			INJURY CASES			ILLNESS CASES		
	1988	1989	1990	1988	1989	1990	1988	1989	1990
TOTAL	14.1	15.1	14.6	13.7	14.6	14.1	0.4	0.5	0.5
STATE	12.5	13.7	13.0	12.2	13.3	12.6	0.4	0.3	0.4
LOCAL	14.6	15.6	15.1	14.2	15.0	14.6	0.4	0.6	0.5
VOLUNTEER	26.2	26.5	27.4	24.5	22.7	24.0	1.8	3.8	3.4

SECTOR	INCIDENCE RATES PER 100 FULL-TIME EMPLOYEES ⁵								
	LOST WORKDAY CASES			LOST WORKDAYS			NO LOST WORKDAY CASES		
	1988	1989	1990	1988	1989	1990	1988	1989	1990
TOTAL	7.4	7.2	7.2	102.3	106.1	105.1	6.7	7.9	7.4
STATE	7.2	7.2	6.9	104.9	116.1	107.1	5.3	6.5	6.1
LOCAL	7.4	7.2	7.2	100.9	101.7	103.7	7.1	8.3	7.8
VOLUNTEER	7.7	8.8	9.2	122.8	116.8	145.1	18.5	17.6	18.2

See footnotes at end of tables.

**TABLE 2: OCCUPATIONAL INJURY AND ILLNESS CASES BY SECTOR
NEW JERSEY, 1988 – 1990**

SECTOR	TOTAL INJURIES AND ILLNESSES			INJURY CASES			ILLNESS CASES		
	1988	1989	1990	1988	1989	1990	1988	1989	1990
TOTAL	46,096	51,715	50,872	44,842	49,851	49,112	1,254	1,864	1,760
STATE	11,942	13,748	13,282	11,600	13,400	12,880	342	348	402
LOCAL	33,271	37,033	36,689	32,419	35,650	35,442	852	1,383	1,247
VOLUNTEER	883	934	901	823	801	790	60	133	111

SECTOR	LOST WORKDAY CASES			LOST WORKDAYS			NO LOST WORKDAY CASES		
	1988	1989	1990	1988	1989	1990	1988	1989	1990
TOTAL	24,144	24,787	24,994	334,685	362,976	366,641	21,938	26,898	25,868
STATE	6,874	7,228	7,077	99,873	116,836	109,661	5,065	6,515	6,204
LOCAL	17,011	17,250	17,616	230,678	242,015	252,211	16,251	19,762	19,065
VOLUNTEER	259	309	301	4,134	4,125	4,769	622	621	599

**TABLE 3: OCCUPATIONAL INJURY AND ILLNESS INCIDENCE RATES BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY ¹	SIC CODE ²	INCIDENCE RATES PER 100 FULL-TIME EMPLOYEES ⁵								
		TOTAL INJURIES AND ILLNESSES			INJURIES			ILLNESSES		
		1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		14.1	15.1	14.6	13.7	14.6	14.1	0.4	0.5	0.5
State Government		12.5	13.7	13.0	12.2	13.3	12.6	0.4	0.3	0.4
Health Services	80	20.8	29.8	20.9	20.4	29.2	20.4	0.3	0.6	0.5
Hospitals	806	20.7	29.8	20.9	20.3	29.2	20.4	0.3	0.6	0.5
Education Service	82	5.4	4.7	5.3	5.2	4.5	5.2	0.2	0.1	0.1
Elementary and Secondary Schools	8211	25.3	39.0	27.5	24.3	39.0	27.5	1.0	0.0	0.0
Colleges and Universities	8221	5.2	4.3	5.1	5.0	4.2	5.0	0.1	0.1	0.1
Social Services	83	25.4	25.5	27.1	24.5	24.9	26.4	0.9	0.6	0.7
Residential Care	8361	30.1	30.6	32.7	29.0	30.0	31.9	1.1	0.7	0.8
Executive, Legislative, and General	91	2.7	4.9	4.8	2.7	4.9	4.8	0.0	0.0	0.0
Justice, Public Order, and Safety	92	10.1	12.8	12.2	9.9	12.6	12.0	0.2	0.2	0.2
Police Protection	9221	12.3	8.5	5.2	12.2	8.5	5.2	0.2	0.0	0.0
Correctional Institutions	9223	13.5	20.0	20.7	13.5	19.6	20.2	0.0	0.4	0.5
Public Finance and Taxation	93	5.1	5.5	4.3	4.9	5.5	4.3	0.2	0.0	0.0
Human Resources Programs	94	1.9	2.7	2.1	1.8	2.4	1.9	0.1	0.4	0.2
Environmental Quality and Housing	95	4.1	6.4	4.7	3.9	6.3	4.0	0.1	0.2	0.6
Economic Programs	96	4.9	4.7	4.7	4.8	4.5	4.4	0.2	0.2	0.3
Local Government		14.6	15.6	15.1	14.2	15.0	14.6	0.4	0.6	0.5
Electric, Gas, and Sanitary Services	49	19.9	25.3	28.0	19.0	23.7	25.8	0.9	1.5	2.1
Amusement and Recreation Services	79	19.6	27.2	25.5	19.1	26.3	23.4	0.5	0.9	2.0
Health Services	80	29.4	38.7	26.9	29.4	37.8	26.5	0.0	0.9	0.4
Hospitals	806	32.0	41.8	27.7	31.9	40.8	27.2	0.0	1.0	0.5
Education Services	82	9.3	10.5	10.8	9.1	10.2	10.5	0.2	0.2	0.3
Elementary and Secondary Schools	8211	9.5	10.8	11.1	9.3	10.5	10.7	0.2	0.3	0.3
Jr. Colleges and Technical Institutes	8222	6.2	6.7	6.5	6.2	6.7	6.4	0.0	0.0	0.1
Social Services	83	6.1	5.8	7.7	5.3	5.1	6.3	0.8	0.7	1.4
Executive, Legislative, and General	91	16.9	16.8	15.7	16.4	16.0	15.0	0.5	0.8	0.6
Justice, Public Order, and Safety	92	25.0	25.1	25.2	24.1	24.1	24.7	0.9	1.0	0.5
Police Protection	9221	25.4	24.1	24.7	24.9	23.7	24.3	0.5	0.4	0.4
Fire Protection	9224	23.4	29.0	26.7	21.1	25.5	25.7	2.3	3.5	0.9
Human Resources Programs	94	3.7	4.3	5.2	3.6	4.1	5.2	0.2	0.2	0.0
Environmental Quality and Housing	95	18.6	16.5	15.3	18.4	15.9	14.4	0.2	0.6	0.8
Economic Programs	96	17.7	6.8	10.9	16.9	6.8	10.9	0.8	0.0	0.0
Volunteer Services		26.2	26.5	27.4	24.5	22.7	24.0	1.8	3.8	3.4
Fire Protection	9224	26.2	26.4	27.4	24.4	22.6	24.1	1.8	3.8	3.4

See footnotes at end of tables.

**TABLE 4: OCCUPATIONAL INJURY AND ILLNESS CASES AND LOST WORKDAYS
INCIDENCE RATES BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY ¹	SIC CODE ²	INCIDENCE RATES PER 100 FULL-TIME EMPLOYEES ⁵											
		TOTAL CASES			LOST WORKDAY CASES			LOST WORKDAYS			NO LOST WORKDAY CASES		
		1988	1989	1990	1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		14.1	15.1	14.6	7.4	7.2	7.2	102.3	106.1	105.1	6.7	7.9	7.4
State Government		12.5	13.7	13.0	7.2	7.2	6.9	104.9	116.1	107.1	5.3	6.5	6.1
Health Services	80	20.8	29.8	20.9	9.2	11.9	9.8	99.8	284.5	147.5	11.6	17.9	11.1
Hospitals	806	20.7	29.8	20.9	9.3	11.9	9.8	99.9	284.5	147.5	11.4	17.9	11.1
Education Service	82	5.4	4.7	5.3	3.1	2.5	2.8	44.5	37.4	43.1	2.3	2.2	2.5
Elementary and Secondary Schools	8211	25.3	39.0	27.5	10.5	12.4	9.2	65.3	75.1	75.9	14.8	26.7	18.3
Colleges and Universities	8221	5.2	4.3	5.1	3.0	2.4	2.7	44.2	37.0	42.8	2.2	2.0	2.4
Social Services	83	25.4	25.5	27.1	17.6	16.5	15.6	274.1	209.8	191.4	7.8	9.0	11.5
Residential Care	8361	30.1	30.6	32.7	20.9	19.7	18.6	324.7	247.4	226.7	9.2	11.0	14.1
Executive, Legislative, and General	91	2.7	4.9	4.8	1.7	1.7	2.4	21.0	30.5	63.4	0.9	3.2	2.4
Justice, Public Order, and Safety	92	10.1	12.8	12.2	5.1	5.2	5.2	100.2	103.6	134.1	5.0	7.6	7.0
Police Protection	9221	12.3	8.5	5.2	2.6	3.5	1.8	16.2	11.7	8.7	9.8	5.1	3.5
Correctional Institutions	9223	13.5	20.0	20.7	9.8	7.9	9.1	217.8	205.6	260.5	3.7	12.1	11.6
Public Finance and Taxation	93	5.1	5.5	4.3	2.4	2.7	1.5	35.0	25.7	25.5	2.7	2.7	2.7
Human Resources Programs	94	1.9	2.7	2.1	1.2	1.4	1.3	21.9	21.0	21.9	0.8	1.3	0.8
Environmental Quality and Housing	95	4.1	6.4	4.7	2.5	2.2	2.6	42.4	53.5	83.7	1.5	4.2	2.1
Economic Programs	96	4.9	4.7	4.7	2.7	3.2	3.2	42.9	51.1	54.3	2.2	1.5	1.5
Local Government		14.6	15.6	15.1	7.4	7.2	7.2	100.9	101.7	103.7	7.1	8.3	7.8
Electric, Gas, and Sanitary Services	49	19.9	25.3	28.0	11.4	11.9	13.6	174.7	193.2	224.3	8.5	13.4	14.3
Amusement and Recreation Services	79	19.6	27.2	25.5	9.2	12.7	11.9	107.1	119.6	112.5	10.4	14.5	13.6
Health Services	80	29.4	38.7	26.9	11.6	13.7	10.5	182.9	131.4	146.4	17.8	25.0	16.4
Hospitals	806	32.0	41.8	27.7	12.2	16.4	10.6	184.8	151.9	147.1	19.8	25.4	17.2
Education Services	82	9.3	10.5	10.8	4.2	4.2	4.3	53.1	50.0	54.6	5.1	6.3	6.5
Elementary and Secondary Schools	8211	9.5	10.8	11.1	4.3	4.3	4.4	54.4	51.0	55.8	5.2	6.5	6.6
Jr. Colleges and Technical Institutes	8222	6.2	6.7	6.5	2.7	2.4	2.4	25.7	35.3	37.5	3.5	4.3	4.1
Social Services	83	6.1	5.8	7.7	3.0	2.7	3.8	73.8	70.7	87.1	3.2	3.1	3.8
Executive, Legislative, and General	91	16.9	16.8	15.7	8.7	8.7	8.0	115.2	130.4	121.9	8.3	8.1	7.7
Justice, Public Order, and Safety	92	25.0	25.1	25.2	16.1	14.0	15.1	223.0	223.5	221.5	8.9	11.1	10.1
Police Protection	9221	25.4	24.1	24.7	16.7	14.1	15.3	251.2	241.0	241.9	8.7	10.0	9.4
Fire Protection	9224	23.4	29.0	26.7	13.7	13.7	14.3	123.5	154.2	152.6	9.7	15.3	12.4
Human Resources Programs	94	3.7	4.3	5.2	1.7	3.6	4.1	54.5	28.9	63.4	2.0	0.7	1.1
Environmental Quality and Housing	95	18.6	16.5	15.3	8.7	6.4	8.4	106.4	113.2	110.7	9.9	10.1	6.9
Economic Programs	96	17.7	6.8	10.9	4.6	3.7	6.3	32.3	120.0	114.9	13.1	3.2	4.6
Volunteer Services		26.2	26.5	27.4	7.7	8.8	9.2	122.8	116.8	145.1	18.5	17.6	18.2
Fire Protection	9224	26.2	26.4	27.4	7.6	8.8	9.1	122.7	117.0	145.4	18.5	17.5	18.3

See footnotes at end of tables.

**TABLE 5: NUMBER OF OCCUPATIONAL INJURY AND ILLNESS CASES BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY ¹	SIC CODE ²	EMPLOYMENT ³			TOTAL INJURIES AND ILLNESSES ⁴			TOTAL INJURIES			TOTAL ILLNESSES		
		1988	1989	1990	1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		512.8	517.3	526.6	46,096	51,715	50,872	44,842	49,851	49,112	1,254	1,864	1,760
State Government		127.4	128.9	129.8	11,942	13,748	13,282	11,600	13,400	12,880	342	348	402
Health Services	80	18.6	15.7	17.5	2,553	3,498	2,736	2,511	3,432	2,670	42	66	66
Hospitals	806	18.3	15.7	17.5	2,489	3,498	2,736	2,447	3,432	2,670	42	66	66
Education Service	82	27.9	32.5	29.6	1,004	1,084	1,172	974	1,057	1,145	30	27	27
Elementary and Secondary Schools	8211	0.3	0.3	0.2	53	79	51	51	79	51	2	0	0
Colleges and Universities	8221	27.3	31.8	29.0	943	992	1,109	916	965	1,083	27	27	26
Social Services	83	18.2	18.9	19.3	3,697	3,770	4,153	3,565	3,686	4,053	132	84	100
Residential Care	8361	14.3	14.8	15.3	3,452	3,524	3,907	3,328	3,447	3,813	124	77	94
Executive, Legislative, and General	91	2.6	1.7	2.2	51	61	70	51	61	70	0	0	0
Justice, Public Order, and Safety	92	14.5	15.2	15.8	1,216	1,692	1,687	1,197	1,667	1,653	19	25	34
Police Protection	9221	3.9	3.9	3.9	449	308	193	443	308	192	6	0	1
Correctional Institutions	9223	6.1	7.1	7.6	672	1,247	1,423	672	1,224	1,390	0	23	33
Public Finance and Taxation	93	6.0	5.6	5.5	211	218	148	202	218	148	9	0	0
Human Resources Programs	94	8.7	8.6	8.5	130	178	140	123	153	127	7	25	13
Environmental Quality and Housing	95	4.5	4.6	4.8	152	239	206	147	233	179	5	6	27
Economic Programs	96	11.1	10.1	9.4	436	394	366	422	379	345	14	15	21
Local Government		353.6	355.9	364.4	33,271	37,033	36,689	32,419	35,650	35,442	852	1,383	1,247
Electric, Gas, and Sanitary Services	49	4.2	4.6	4.7	654	967	1,133	625	908	1,047	29	59	86
Amusement and Recreation Services	79	0.9	1.2	1.2	115	186	189	112	180	174	3	6	15
Health Services	80	12.4	12.4	14.0	2,775	3,569	2,838	2,774	3,489	2,793	1	80	45
Hospitals	806	9.8	9.4	9.9	2,346	2,782	2,137	2,345	2,714	2,101	1	68	36
Education Services	82	184.3	189.4	191.6	10,367	12,172	12,499	10,190	11,889	12,108	177	283	391
Elementary and Secondary Schools	8211	170.3	174.1	176.4	9,847	11,568	11,856	9,679	11,290	11,491	168	278	365
Jr. Colleges and Technical Institutes	8222	9.1	10.1	10.0	336	396	371	334	395	364	2	1	7
Social Services	83	5.6	5.3	5.5	263	237	327	228	208	267	35	29	60
Executive, Legislative, and General	91	104.1	102.5	104.6	11,113	11,925	11,514	10,782	11,323	11,043	331	602	471
Justice, Public Order, and Safety	92	36.8	35.2	36.7	7,371	7,294	7,536	7,107	6,995	7,379	264	299	157
Police Protection	9221	28.6	27.5	28.3	5,853	5,449	5,645	5,740	5,364	5,550	113	85	95
Fire Protection	9224	8.1	7.3	7.7	1,518	1,759	1,744	1,367	1,545	1,683	151	214	61
Human Resources Programs	94	1.0	1.0	1.3	22	26	38	21	25	38	1	1	0
Environmental Quality and Housing	95	2.7	2.3	2.3	406	286	272	401	276	257	5	10	15
Economic Programs	96	0.2	0.3	0.3	23	13	26	22	13	26	1	0	0
Volunteer Services		31.8	32.4	32.4	883	934	901	823	801	790	60	133	111
Fire Protection	9224	31.7	32.4	32.4	881	930	900	821	797	789	60	133	111

**TABLE 6: NUMBER OF OCCUPATIONAL INJURY AND ILLNESS CASES AND LOST WORKDAYS BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY ¹	SIC CODE ²	TOTAL CASES			LOST WORKDAY CASES			LOST WORKDAYS			AVERAGE NUMBER OF LOST WORKDAYS			NO LOST WORKDAY CASES		
		1988	1989	1990	1988	1989	1990	1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		46,096	51,715	50,872	24,144	24,787	24,994	334,685	362,976	366,641	14	15	15	21,938	26,898	25,868
State Government		11,942	13,748	13,282	6,874	7,228	7,077	99,873	116,836	109,661	15	16	15	5,065	6,515	6,204
Health Services	80	2,553	3,498	2,736	1,133	1,398	1,284	12,268	33,408	19,308	11	24	15	1,420	2,100	1,452
Hospitals	806	2,489	3,498	2,736	1,115	1,398	1,284	12,043	33,408	19,308	11	24	15	1,374	2,100	1,452
Education Service	82	1,004	1,084	1,172	572	574	618	8,267	8,708	9,554	14	15	15	432	510	554
Elementary and Secondary Schools	8211	53	79	51	22	25	17	137	152	141	6	6	8	31	54	34
Colleges and Universities	8221	943	992	1,109	545	539	592	8,026	8,462	9,349	15	16	16	398	453	517
Social Services	83	3,697	3,770	4,153	2,564	2,438	2,392	39,856	31,050	29,364	16	13	12	1,133	1,332	1,760
Residential Care	8361	3,452	3,524	3,907	2,393	2,261	2,219	37,269	28,459	27,066	16	13	12	1,059	1,263	1,688
Executive, Legislative, and General	91	51	61	70	33	21	35	399	381	920	12	18	26	18	40	35
Justice, Public Order, and Safety	92	1,216	1,692	1,687	617	685	713	12,074	13,715	18,536	20	20	26	598	1,006	974
Police Protection	9221	449	308	193	93	126	65	590	423	323	6	3	5	356	182	128
Correctional Institutions	9223	672	1,247	1,423	486	493	624	10,847	12,846	17,924	22	26	29	186	753	799
Public Finance and Taxation	93	211	218	148	98	109	53	1,441	1,022	885	15	9	17	113	109	95
Human Resources Programs	94	130	178	140	77	92	89	1,464	1,361	1,460	19	15	16	53	86	51
Environmental Quality and Housing	95	152	239	206	95	83	113	1,586	1,991	3,708	17	24	33	56	155	93
Economic Programs	96	436	394	366	238	266	247	3,790	4,296	4,248	16	16	17	198	127	119
Local Government		33,271	37,033	36,689	17,011	17,250	17,616	230,678	242,015	252,211	14	14	14	16,251	19,762	19,065
Electric, Gas, and Sanitary Services	49	654	967	1,133	375	454	553	5,740	7,387	9,091	15	16	16	279	512	578
Amusement and Recreation Services	79	115	186	189	54	87	88	629	818	835	12	9	9	61	99	101
Health Services	80	2,775	3,569	2,838	1,095	1,265	1,112	17,275	12,115	15,454	16	10	14	1,680	2,304	1,726
Hospitals	806	2,346	2,782	2,137	892	1,091	814	13,564	10,097	11,340	15	9	14	1,454	1,691	1,323
Education Services	82	10,367	12,172	12,499	4,685	4,849	4,992	59,379	57,981	63,150	13	12	13	5,682	7,318	7,504
Elementary and Secondary Schools	8211	9,847	11,568	11,856	4,446	4,619	4,744	56,510	54,611	59,670	13	12	13	5,401	6,944	7,110
Jr. Colleges and Technical Institutes	8222	336	396	371	148	142	137	1,385	2,075	2,128	9	15	16	188	254	233
Social Services	83	263	237	327	127	110	163	3,157	2,864	3,713	25	26	23	136	127	164
Executive, Legislative, and General	91	11,113	11,925	11,514	5,685	6,172	5,871	75,537	92,438	89,563	13	15	15	5,427	5,745	5,642
Justice, Public Order, and Safety	92	7,371	7,294	7,536	4,740	4,060	4,507	65,824	64,857	66,217	14	16	15	2,624	3,227	3,028
Police Protection	9221	5,853	5,449	5,645	3,853	3,183	3,490	57,826	54,560	55,244	15	17	16	1,999	2,261	2,154
Fire Protection	9224	1,518	1,759	1,744	887	830	932	7,998	9,355	9,978	9	11	11	625	927	812
Human Resources Programs	94	22	26	38	10	22	30	320	176	463	32	8	15	12	4	8
Environmental Quality and Housing	95	406	286	272	190	111	149	2,326	1,959	1,973	12	18	13	216	175	123
Economic Programs	96	23	13	26	6	7	15	42	228	274	7	33	18	17	6	11
Volunteer Services		883	934	901	259	309	301	4,134	4,125	4,769	16	13	16	622	621	599
Fire Protection	9224	881	930	900	257	309	300	4,126	4,125	4,768	16	13	16	622	617	599

See footnotes at end of tables.

**TABLE 7: NUMBER OF LOST WORKDAYS BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY 1	SIC CODE 2	LOST WORKDAYS								
		TOTAL DAYS			DAYS AWAY FROM WORK			RESTRICTED WORK ACTIVITY		
		1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		334,685	362,976	366,641	319,736	343,976	348,409	14,949	19,000	18,232
State Government		99,873	116,836	109,661	95,377	112,529	104,194	4,496	4,307	5,467
Health Services	80	12,268	33,408	19,308	11,982	33,302	18,407	286	106	901
Hospitals	806	12,043	33,408	19,308	11,757	33,302	18,407	286	106	901
Education Service	82	8,267	8,708	9,554	7,964	8,458	8,978	303	250	576
Elementary and Secondary Schools	8211	137	152	141	136	145	141	1	7	0
Colleges and Universities	8221	8,026	8,642	9,349	7,724	8,219	8,802	302	243	547
Social Services	83	39,856	31,050	29,364	38,529	29,410	27,922	1,327	1,640	1,442
Residential Care	8361	37,269	28,459	27,066	35,998	26,832	25,642	1,271	1,627	1,424
Executive, Legislative, and General	91	399	381	920	297	380	878	102	1	42
Justice, Public Order, and Safety	92	12,074	13,715	18,536	11,732	13,571	18,530	342	144	6
Police Protection	9221	590	423	323	472	366	323	118	57	0
Correctional Institutions	9223	10,847	12,846	17,924	10,652	12,768	17,918	195	78	6
Public Finance and Taxation	93	1,441	1,022	885	1,307	956	885	134	66	0
Human Resources Programs	94	1,464	1,361	1,460	1,399	1,289	1,324	65	72	136
Environmental Quality and Housing	95	1,586	1,991	3,708	1,254	1,832	2,994	332	159	714
Economic Programs	96	3,790	4,296	4,248	3,197	3,685	3,710	593	611	538
Local Government		230,678	242,015	252,211	220,700	228,035	239,984	9,978	13,980	12,227
Electric, Gas, and Sanitary Services	49	5,740	7,387	9,091	5,177	6,577	8,150	563	810	941
Amusement and Recreation Services	79	629	818	835	629	782	835	0	36	0
Health Services	80	17,275	12,115	15,454	17,273	12,115	15,391	2	0	63
Hospitals	806	13,564	10,097	11,340	13,564	10,097	11,277	0	0	63
Education Services	82	59,379	57,981	63,150	57,484	56,218	61,569	1,895	1,763	1,581
Elementary and Secondary Schools	8211	56,510	54,611	59,670	54,773	53,172	58,177	1,737	1,439	1,493
Jr. Colleges and Technical Institutes	8222	1,385	2,075	2,128	1,238	1,826	2,088	147	249	40
Social Services	83	3,157	2,864	3,713	2,893	2,544	3,496	264	320	217
Executive, Legislative, and General	91	75,537	92,438	89,563	72,447	87,324	85,707	3,090	5,114	3,856
Justice, Public Order, and Safety	92	65,824	64,857	66,217	61,687	58,938	60,743	4,137	5,919	5,474
Police Protection	9221	57,826	54,560	55,244	54,421	49,017	50,506	3,405	5,543	4,738
Fire Protection	9224	7,998	9,355	9,978	7,266	8,979	9,243	732	376	735
Human Resources Programs	94	320	176	463	320	175	454	0	1	9
Environmental Quality and Housing	95	2,326	1,959	1,973	2,305	1,950	1,903	21	9	70
Economic Programs	96	42	228	274	37	226	270	5	2	4
Volunteer Services		4,134	4,125	4,769	3,659	3,412	4,231	475	713	538
Fire Protection	9224	4,126	4,125	4,768	3,659	3,412	4,230	467	713	538

See footnotes at end of tables.

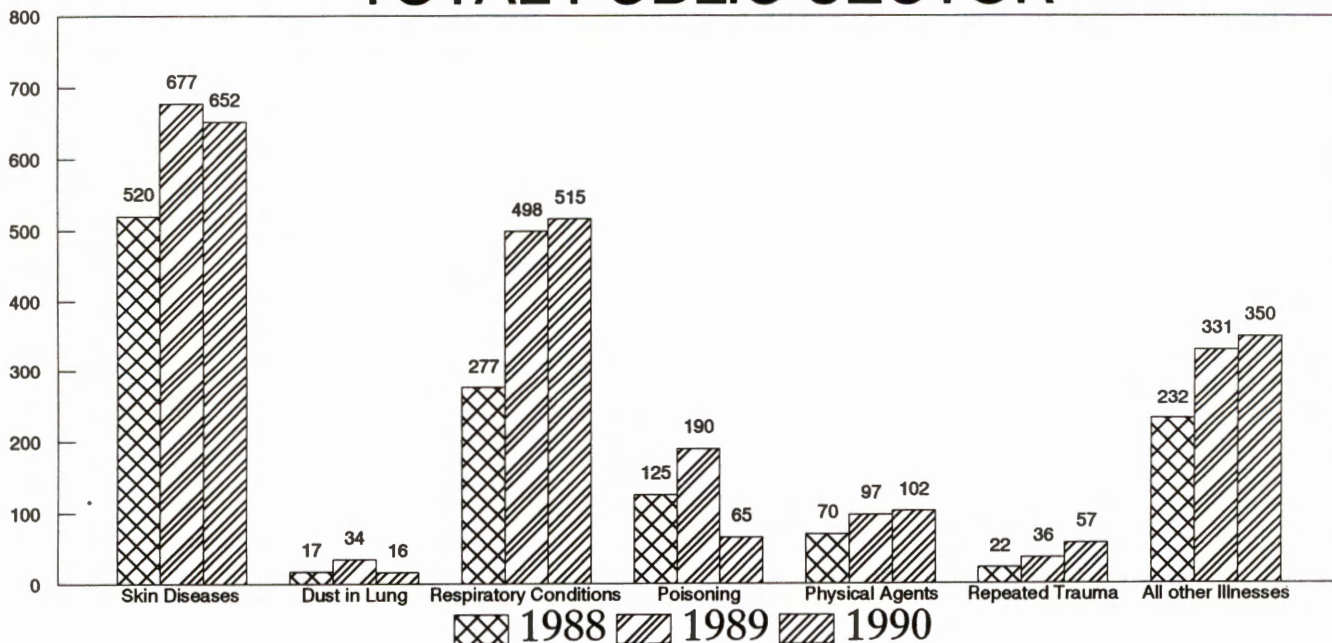
**TABLE 8: LOST WORKDAYS INCIDENCE RATES, BY ACTIVITY
NEW JERSEY, 1988 – 1990**

ACTIVITY ¹	SIC CODE ²	LOST WORKDAYS								
		TOTAL DAYS			DAYS AWAY FROM WORK			RESTRICTED WORK ACTIVITY		
		1988	1989	1990	1988	1989	1990	1988	1989	1990
Public Sector		102.3	106.1	105.1	97.7	100.5	99.9	4.6	5.6	5.2
State Government		104.9	116.1	107.1	100.1	111.8	101.8	4.7	4.3	5.3
Health Services	80	99.8	284.5	147.5	97.5	283.6	140.6	2.3	0.9	6.9
Hospitals	806	99.9	284.5	147.5	97.6	283.6	140.6	2.4	0.9	6.9
Education Service	82	44.5	37.4	43.1	42.9	36.4	40.5	1.6	1.1	2.6
Elementary and Secondary Schools	8211	65.3	75.1	75.9	64.8	71.7	75.9	0.5	3.5	0.0
Colleges and Universities	8221	44.2	37.0	42.8	42.5	35.9	40.3	1.7	1.1	2.5
Social Services	83	274.1	209.8	191.4	265.0	198.7	182.0	9.1	11.1	9.4
Residential Care	8361	324.7	247.4	226.7	313.7	233.2	214.8	11.1	14.1	11.9
Executive, Legislative, and General	91	21.0	30.5	63.4	15.7	30.4	60.5	5.4	0.1	2.9
Justice, Public Order, and Safety	92	100.2	103.6	134.1	97.4	102.5	134.1	2.8	1.1	0.0
Police Protection	9221	16.2	11.7	8.7	12.9	10.2	8.7	3.2	1.6	0.0
Correctional Institutions	9223	217.8	205.6	260.5	213.9	204.4	260.4	3.9	1.2	0.1
Public Finance and Taxation	93	35.0	25.7	25.5	31.7	24.0	25.5	3.3	1.7	0.0
Human Resources Programs	94	21.9	21.0	21.9	20.9	19.9	19.8	1.0	1.1	2.0
Environmental Quality and Housing	95	42.4	53.5	83.7	33.5	49.3	67.6	8.9	4.3	16.1
Economic Programs	96	42.9	51.1	54.3	36.2	43.9	47.4	6.7	7.3	6.9
Local Government		100.9	101.7	103.7	96.5	95.8	98.7	4.4	5.9	5.0
Electric, Gas, and Sanitary Services	49	174.7	193.2	224.3	157.6	172.0	201.1	17.1	21.2	23.2
Amusement and Recreation Services	79	107.1	119.6	112.5	107.1	114.4	112.5	0.0	5.3	0.0
Health Services	80	182.9	131.4	146.4	182.9	131.4	145.8	0.0	0.0	0.6
Hospitals	806	184.8	151.9	147.1	184.8	151.9	146.2	0.0	0.0	0.8
Education Services	82	53.1	50.0	54.6	51.4	48.4	53.2	1.7	1.5	1.4
Elementary and Secondary Schools	8211	54.4	51.0	55.8	52.8	49.7	54.4	1.7	1.3	1.4
Jr. Colleges and Technical Institutes	8222	25.7	35.3	37.5	22.9	31.1	36.8	2.7	4.2	0.7
Social Services	83	73.8	70.7	87.1	67.6	62.8	82.0	6.2	7.9	5.1
Executive, Legislative, and General	91	115.2	130.4	121.9	110.4	123.1	116.7	4.7	7.2	5.2
Justice, Public Order, and Safety	92	223.0	223.5	221.5	209.0	203.1	203.2	14.0	20.4	18.3
Police Protection	9221	251.2	241.0	241.9	236.4	216.5	221.2	14.8	24.5	20.7
Fire Protection	9224	123.5	154.2	152.6	112.2	148.0	141.4	11.3	6.2	11.2
Human Resources Programs	94	54.5	28.9	63.4	54.5	28.7	62.2	0.0	0.2	1.2
Environmental Quality and Housing	95	106.4	113.2	110.7	105.5	112.7	106.8	1.0	0.5	3.9
Economic Programs	96	32.3	120.0	114.9	28.4	119.0	113.2	3.8	1.1	1.7
Volunteer Services		122.8	116.8	145.1	108.7	96.6	128.8	14.1	20.2	16.4
Fire Protection	9224	122.7	117.0	145.4	108.8	96.8	129.0	13.9	20.2	16.4

See footnotes at end of tables.

**CHART 2: OCCUPATIONAL ILLNESS CASES BY CATEGORY OF ILLNESS
NEW JERSEY, 1988-1990**

TOTAL PUBLIC SECTOR



VOLUNTEER SERVICES

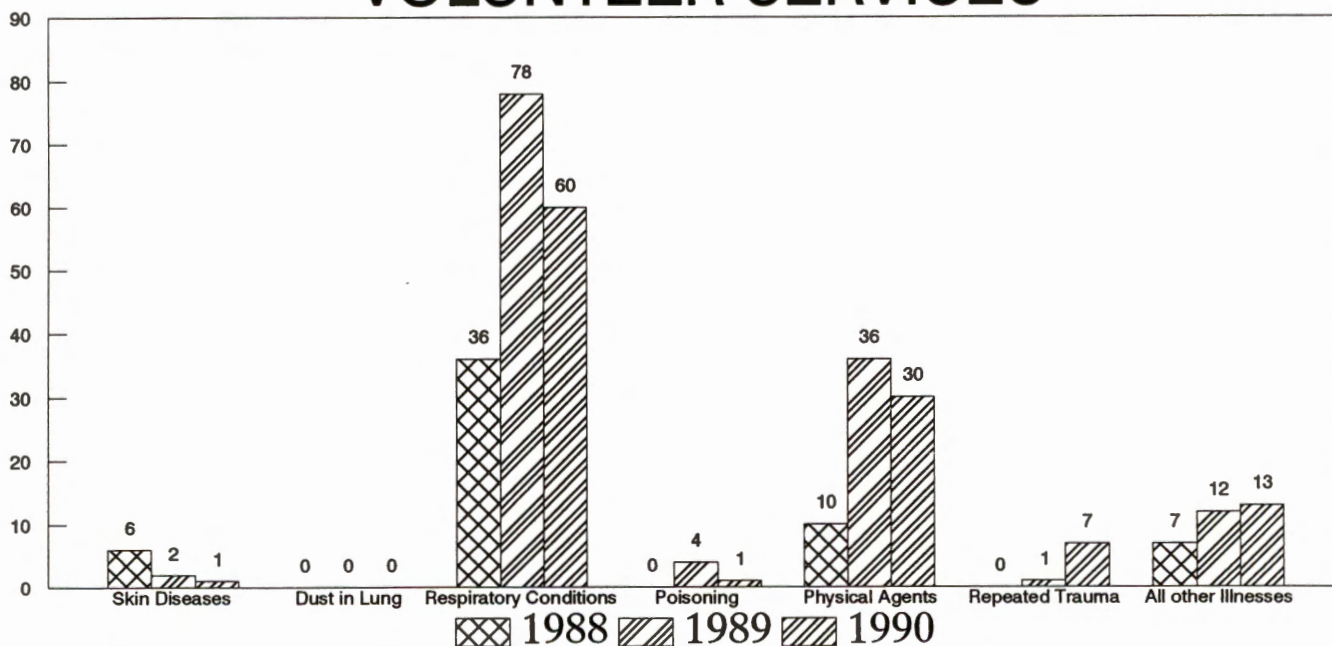
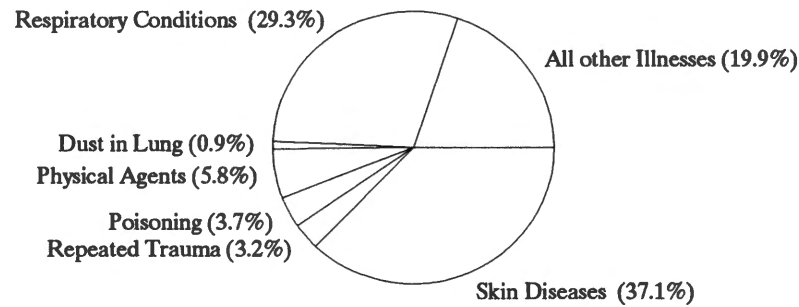
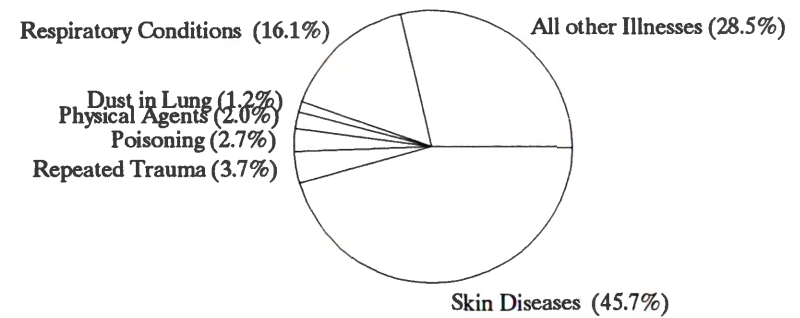


CHART 3: PERCENT DISTRIBUTION BY CATEGORY OF OCCUPATIONAL ILLNESS NEW JERSEY, 1990

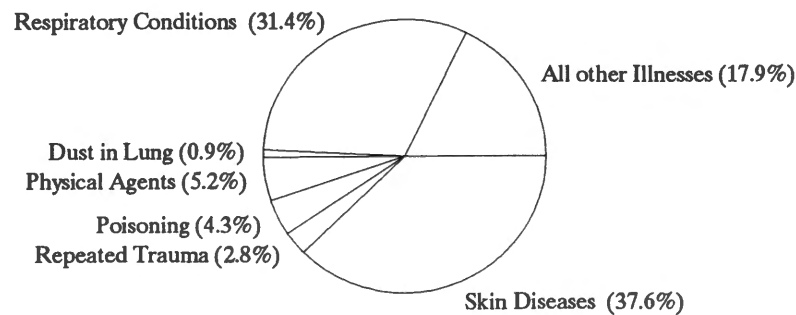
TOTAL PUBLIC SECTOR



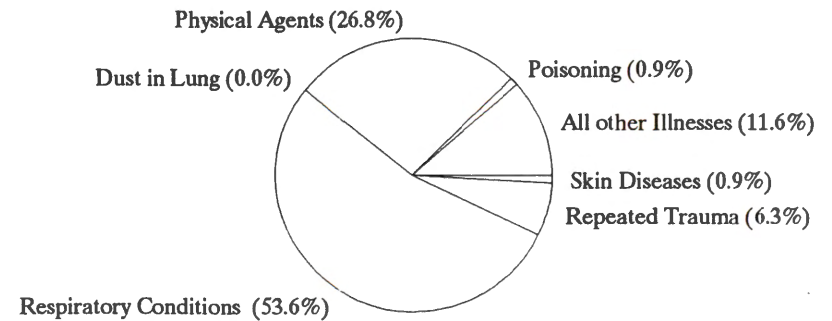
STATE GOVERNMENT



LOCAL GOVERNMENT



VOLUNTEER SERVICES



**TABLE 9: NUMBER OF OCCUPATIONAL ILLNESS CASES BY CATEGORY OF ILLNESS AND SECTOR
NEW JERSEY, 1988 – 1990**

CATEGORY	TOTAL ILLNESS CASES ⁶			STATE GOVERNMENT			LOCAL GOVERNMENT			VOLUNTEER SERVICES		
	1988	1989	1990	1988	1989	1990	1988	1989	1990	1988	1989	1990
TOTAL ILLNESS CASES	1,254	1,864	1,760	342	348	402	852	1,383	1,247	60	133	111
SKIN DISEASES OR DISORDERS	520	677	652	186	137	184	328	538	467	6	2	1
DUST DISEASES OF THE LUNGS	17	34	16	3	5	5	14	29	11	0	0	0
RESPIRATORY CONDITION DUE TO TOXIC AGENTS	277	498	515	49	75	65	192	345	390	36	78	60
POISONING	125	190	65	13	6	11	112	180	53	0	4	1
DISORDERS DUE TO PHYSICAL AGENTS	70	97	102	14	14	8	46	47	64	10	36	30
DISORDERS ASSOCIATED WITH REPEATED TRAUMA	22	36	57	6	12	15	16	23	35	0	1	7
ALL OTHER OCCUPATIONAL ILLNESSES	232	331	350	77	101	115	148	218	222	7	12	13

See footnotes at end of tables.

**TABLE 10: NUMBER OF OCCUPATIONAL ILLNESS CASES BY ACTIVITY AND CATEGORY OF ILLNESS
NEW JERSEY, 1988**

ACTIVITY ¹	SIC CODE ²	TOTAL ILLNESS CASES ⁶	SKIN DISEASES OR DISORDERS	DUST DISEASES OF THE LUNGS	RESPIRATORY CONDITION DUE TO TOXIC AGENTS	POISONING	DISORDERS DUE TO PHYSICAL AGENTS	DISORDERS ASSOCIATED WITH REPEATED TRAUMA	ALL OTHER OCCUPATIONAL ILLNESSES
Public Sector		1,254	520	17	277	125	70	22	232
State Government		342	186	3	49	13	14	6	77
Health Services	80	42	4	2	25	3	2	0	8
Hospitals	806	42	4	2	25	3	2	0	8
Education Service	82	30	11	0	10	0	0	4	6
Elementary and Secondary Schools	8211	2	1	0	0	0	0	0	1
Colleges and Universities	8221	27	10	0	10	0	0	4	4
Social Services	83	132	93	0	4	3	6	0	28
Residential Care	8361	124	90	0	3	3	5	0	24
Executive, Legislative, and General	91	0	0	0	0	0	0	0	0
Justice, Public Order, and Safety	92	19	1	0	0	1	2	1	14
Police Protection	9221	6	1	0	0	0	0	0	5
Correctional Institutions	9223	0	0	0	0	0	0	0	0
Public Finance and Taxation	93	9	0	0	6	0	0	0	3
Human Resources Programs	94	7	3	0	2	0	0	0	2
Environmental Quality and Housing	95	5	2	0	0	0	0	0	3
Economic Programs	96	14	13	0	1	0	0	0	0
Local Government		852	328	14	192	112	46	16	148
Electric, Gas, and Sanitary Services	49	29	22	0	2	0	0	0	6
Amusement and Recreation Services	79	3	3	0	0	0	0	0	0
Health Services	80	1	1	0	0	0	0	0	0
Hospitals	806	1	1	0	0	0	0	0	0
Education Services	82	177	48	7	39	9	15	4	57
Elementary and Secondary Schools	8211	168	47	7	35	7	15	4	54
Jr. Colleges and Technical Institutes	8222	2	0	0	0	2	0	0	0
Social Services	83	35	31	0	3	0	0	0	0
Executive, Legislative, and General	91	331	203	2	38	34	15	12	28
Justice, Public Order, and Safety	92	264	16	1	110	69	15	0	54
Police Protection	9221	113	15	1	37	24	2	0	35
Fire Protection	9224	151	1	0	73	45	13	0	19
Human Resources Programs	94	1	0	0	0	0	0	0	1
Environmental Quality and Housing	95	5	2	2	0	0	0	0	1
Economic Programs	96	1	1	0	0	0	0	0	0
Volunteer Services		60	6	0	36	0	10	0	7
Fire Protection	9224	60	6	0	36	0	10	0	7

See footnotes at end of tables.

**TABLE 11: NUMBER OF OCCUPATIONAL ILLNESS CASES BY ACTIVITY AND CATEGORY OF ILLNESS
NEW JERSEY, 1989**

ACTIVITY ¹	SIC CODE ²	TOTAL ILLNESS CASES ⁶	SKIN DISEASES OR DISORDERS	DUST DISEASES OF THE LUNGS	RESPIRATORY CONDITION DUE TO TOXIC AGENTS	POISONING	DISORDERS DUE TO PHYSICAL AGENTS	DISORDERS ASSOCIATED WITH REPEATED TRAUMA	ALL OTHER OCCUPATIONAL ILLNESSES
Public Sector		1,864	677	34	498	190	97	36	331
State Government		348	137	5	75	6	14	12	101
Health Services	80	66	5	0	38	0	8	6	9
Hospitals	806	66	5	0	38	0	8	6	9
Education Service	82	27	7	4	9	0	1	0	6
Elementary and Secondary Schools	8211	0	0	0	0	0	0	0	0
Colleges and Universities	8221	27	7	4	9	0	1	0	6
Social Services	83	84	51	1	0	0	0	1	32
Residential Care	8361	77	48	1	0	0	0	0	28
Executive, Legislative, and General Justice, Public Order, and Safety	91	0	0	0	0	0	0	0	0
Police Protection	92	25	3	0	15	0	1	0	6
Correctional Institutions	9221	0	0	0	0	0	0	0	0
Public Finance and Taxation	9223	23	3	0	15	0	1	0	4
Human Resources Programs	93	0	0	0	0	0	0	0	0
Environmental Quality and Housing	94	25	1	0	4	0	1	2	17
Economic Programs	95	6	3	0	1	0	0	0	2
Economic Programs	96	15	11	0	1	1	0	0	2
Local Government		1,383	538	29	345	180	47	23	218
Electric, Gas, and Sanitary Services	49	59	30	0	11	6	1	0	11
Amusement and Recreation Services	79	6	6	0	0	0	0	0	0
Health Services	80	80	64	0	7	0	4	1	3
Hospitals	806	68	57	0	7	0	2	0	2
Education Services	82	283	50	19	82	11	13	7	101
Elementary and Secondary Schools	8211	278	49	19	82	10	13	5	100
Jr. Colleges and Technical Institutes	8222	1	1	0	0	0	0	0	0
Social Services	83	29	21	2	3	1	3	0	0
Executive, Legislative, and General Justice, Public Order, and Safety	91	602	335	7	175	14	15	10	46
Police Protection	92	299	17	1	59	148	9	5	57
Fire Protection	9221	85	16	1	16	3	4	4	39
Human Resources Programs	9224	214	1	0	43	145	5	1	18
Environmental Quality and Housing	94	1	1	0	0	0	0	0	0
Economic Programs	95	10	3	0	5	0	1	0	0
Economic Programs	96	0	0	0	0	0	0	0	0
Volunteer Services		133	2	0	78	4	36	1	12
Fire Protection	9224	133	2	0	78	4	36	1	12

See footnotes at end of tables.

**TABLE 12: NUMBER OF OCCUPATIONAL ILLNESS CASES BY ACTIVITY AND CATEGORY OF ILLNESS
NEW JERSEY, 1990**

ACTIVITY ¹	SIC CODE ²	TOTAL ILLNESS CASES ⁶	SKIN DISEASES OR DISORDERS	DUST DISEASES OF THE LUNGS	RESPIRATORY CONDITION DUE TO TOXIC AGENTS	POISONING	DISORDERS DUE TO PHYSICAL AGENTS	DISORDERS ASSOCIATED WITH REPEATED TRAUMA	ALL OTHER OCCUPATIONAL ILLNESSES
Public Sector		1,760	652	16	515	65	102	57	350
State Government		402	184	5	65	11	8	15	115
Health Services	80	66	15	2	10	1	2	0	36
Hospitals	806	66	15	2	10	1	2	0	36
Education Service	82	27	3	0	17	1	1	3	2
Elementary and Secondary Schools	8211	0	0	0	0	0	0	0	0
Colleges and Universities	8221	26	2	0	17	1	1	3	2
Social Services	83	100	59	2	4	7	2	1	26
Residential Care	8361	94	58	2	4	7	2	1	21
Executive, Legislative, and General	91	0	0	0	0	0	0	0	0
Justice, Public Order, and Safety	92	34	8	0	24	1	0	0	1
Police Protection	9221	1	0	0	0	0	0	0	1
Correctional Institutions	9223	33	8	0	24	1	0	0	0
Public Finance and Taxation	93	0	0	0	0	0	0	0	0
Human Resources Programs	94	13	1	0	3	0	0	6	3
Environmental Quality and Housing	95	27	1	1	3	0	1	5	15
Economic Programs	96	21	21	0	0	0	0	0	0
Local Government		1,247	467	11	390	53	64	35	222
Electric, Gas, and Sanitary Services	49	86	36	4	8	10	1	8	16
Amusement and Recreation Services	79	15	14	0	0	0	0	1	0
Health Services	80	45	16	0	1	0	1	1	27
Hospitals	806	36	8	0	1	0	1	0	27
Education Services	82	391	66	4	210	15	19	10	67
Elementary and Secondary Schools	8211	365	63	4	195	14	19	8	61
Jr. Colleges and Technical Institutes	8222	7	2	0	1	0	0	2	2
Social Services	83	60	31	0	28	0	0	0	2
Executive, Legislative, and General	91	471	266	2	79	19	22	12	69
Justice, Public Order, and Safety	92	157	34	1	61	9	11	3	36
Police Protection	9221	95	22	0	34	8	0	3	27
Fire Protection	9224	61	12	1	27	1	11	0	8
Human Resources Programs	94	0	0	0	0	0	0	0	0
Environmental Quality and Housing	95	15	2	0	1	0	8	0	3
Economic Programs	96	0	0	0	0	0	0	0	0
Volunteer Services		111	1	0	60	1	30	7	13
Fire Protection	9224	111	1	0	60	1	30	7	13

See footnotes at end of tables.

Footnotes to Tables

1. Totals presented include data for activities not shown separately.
2. Standard Industrial Classification Manual, 1987 Edition.
3. Source of information: New Jersey Department of Labor, Annual Average of the ES-202 Quarterly Report of Employment Wages and Contribution for paid workers, enhanced by counts of volunteers serving in various agencies.
4. Includes fatalities.
5. See Appendix A, Glossary of Terms, for explanation of incidence rates; and Appendix C, Calculating Individual Incidence Rates, for more detail.
6. Totals may not add due to independent rounding.

APPENDIX A GLOSSARY OF TERMS

Adjusted response rate - the number of usable responses divided by the total number of possible respondents.

Annual survey - the Public Employees Occupational Safety and Health Survey conducted by the New Jersey Department of Labor to collect occupational injury and illness data maintained by public employers in the state.

Certification - when the summary portion of the Log and Summary of Occupational Injuries and Illnesses form is posted, the preparer of the NJOSH No. 200 must certify its accuracy and completeness by signing the last page of the annual summary.

Employee - any person employed by a public employer, either paid or unpaid, except for elected officials and members of boards and commissions, as defined in the New Jersey Employer-Employee Relations Act. (N.J.S.A. 34:13A-1 et seq.)

Employer - all public employers in the State of New Jersey, including volunteer organizations, meeting the following requirements:

1. The State, or any department, division, bureau, board, council, agency or authority of the State, except any bi-state agency.
2. Any county or municipality, or any department, division, bureau, board, council, agency or authority of any county or municipality, or any school district or special purposes district created pursuant to law.
3. Any volunteer organization identified as one which serves the general public.

Employer's First Report of Accidental Injury or Occupational Disease (Form L&I-1) - the document used to provide information to the New Jersey Department of Labor concerning every incident of injury or diagnosis of any job-related illness occurring to its employees. This report must be submitted within 24 hours of the event.

Establishment - a single physical location where business is conducted, or where services or operations are performed.

Incidence rate - computed as the number of injuries, illnesses, or lost workdays related to a common base of 100 full-time workers. The common exposure base allows for accurate sector, activity, and interagency comparisons of safety records. (See Appendix C for more detail.)

Log and Summary (NJOSH NO. 200) -short name for the Public Employees Occupational Safety and Health form used for recording and classifying occupational injuries and illnesses, and for noting the extent of each case. (See Appendix F for form.)

Lost workday cases -occupational injury or illness cases which are serious enough to cause a loss of workdays, days of restricted work activity, or both.

Lost workdays -the number of days (consecutive or not) after, but not including:

1. the day of injury or onset of a work related illness during which the employee would have worked but could not do so; or
2. in the case of restricted activity, a day when the employee could not perform all or any part of his normal assignment during all or any part of the workday or shift because of the occupational injury or illness.

Medical treatment - treatment administered by a physician or by a registered professional person under the standing orders of a physician. Medical treatment does not include first aid treatment, even if it is provided by a physician or registered professional person.

Occupational illness - any abnormal condition or disorder, other than one resulting from an occupational injury, caused by exposure to environmental factors associated with employment. It includes acute and chronic illnesses or diseases which may be caused by inhalation, absorption, ingestion, or direct contact.

Occupational injury - any injury which results from a work accident or from a single instantaneous exposure in the work environment.

Posting - annually, the Log and Summary of Occupational Injuries and Illnesses must be placed in a conspicuous location for each establishment, using form NJOSH No. 200. The Summary must be posted by February 1st, and it must remain in place until March 1st, for one month, to provide employees with the records of the establishment for the previous calendar year.

Recordable cases - all occupational injuries or illnesses which result in:

1. Fatality, regardless of the time between the injury and death or the length of the illness; or
2. Lost workday cases, other than fatalities; or
3. Nonfatal cases without lost workdays which result in transfer to another job or termination of employment, require medical treatment (other than first aid) or involve loss of consciousness or restriction of work or motion. This category also includes all diagnosed occupational illnesses which are reported to the employer but are not classified as fatalities or lost workday cases.

Recordkeeping system - the system for recording and reporting occupational injuries and illnesses. It is mandated under the New Jersey Public Employees Occupational Safety and Health Act, N.J.A.C. 12:110, Subchapter 5.

Restricted work activity -when an employee, as a result of a job-related injury or illness, is physically or mentally unable to perform all or any part of the workday or shift, and

1. the employee was assigned to another job on a temporary basis; or
2. the employee worked at a permanent job less than full time; or
3. the employee worked at a permanently assigned job but could not perform all duties normally connected with the position.

Standard Industrial Classification - the classification system developed by the Office of Management and Budget, Executive Office of the President, for use in the classification of establishments by the activities in which they are engaged. (See Appendix D for descriptions of major groups.)

Supplementary record - the form on which additional information is recorded for each injury and illness entered on the log.

Volunteers - any unpaid individual performing a service for a public employer (except for elected officials and members of boards and commissions), as defined in the New Jersey Employer-Employee Relations Act (N.J.S.A. 34:13A-1 et seq.).

Work environment - consists of the employer's premises and other locations where employees are engaged in work-related activities, or are present as a condition of their employment.

APPENDIX B TECHNICAL NOTES

Survey Methods

The annual survey, NJOSH No. 200-S (see Appendix G), is administered by the New Jersey Department of Labor, Division of Program Analysis and Evaluation. The universe file of survey units is refined and updated annually before the survey is begun. The universe totalled 3,399 employing units for the 1990 Survey. Data was solicited through the mail, with an initial request sent in January, and subsequent mailings in March, April and July of 1991 to employers who had not responded to the previous survey mailing(s). Questionable and/or incomplete survey forms were handled by telephone contact with those employers. The 1990 survey was closed on September 10th, 1991, after which time no further data was collected.

Upon receipt of the survey packet, public sector employers provide the following information: (1) average paid and unpaid employment, (2) number of hours worked by paid and unpaid employees, (3) nature of activity, and (4) number and type of occupational injuries and illnesses. The injury and illness information is obtained from the log (NJOSH No. 200, see Appendix F), which New Jersey public employers are required to summarize on an annual basis.

Survey responses are manually and computer edited for consistency. Problems found are resolved by contacting the employer. The procedure used to produce the final statistics on occupational injuries and illnesses includes an adjustment to account for nonresponse, and therefore approximates the experience of the entire universe. This procedure would not be necessary if there were a 100% response rate to the survey. This has not yet been achieved, although response rates have improved each year since the initial survey, climbing from 85.5% for 1988 to 90.0% for 1989 and 93.9% for 1990. Nonresponse has been most prevalent among volunteer agencies.

APPENDIX C COMPUTING INJURY AND ILLNESS INCIDENCE RATES

Incidence rates are the number of injuries, illnesses, or lost workdays related to a common base of 100 full-time workers. The common exposure base allows meaningful sector to sector or employer to employer comparisons of safety records.

Employers can calculate incidence rates for their establishments using the same formula that is used to produce the rates reported in this publication.

To produce an overall incidence rate, the formula requires:

- (A) The number of recordable injuries and illnesses which occurred during the calendar year, or the number of lost workdays (to measure severity).
- (B) The total number of actual hours worked by all employees during the calendar year. Remember, hours worked does not include any non-work time, even though paid, such as vacation, holidays, sick leave, etc.

The formula for calculating the incidence rate of injuries and illnesses is:

$$\frac{\text{(A)-Number of injuries and illnesses}}{\text{(B)-Employee hours worked}} \times 200,000 = \text{Incidence rate}$$

The 200,000 in the formula represents the hours worked by 100 employees working 40 hours per week, 50 weeks per year. The 200,000 hours of work exposure, or the rate per 100 full-time workers, is used throughout the United States in the calculation of incidence rates.

The following is an example:

Vine State College experienced 34 recordable injuries during the calendar year (from the log and summary, NJOSH No. 200). The total hours worked by all employees during this period were 1,450,554.

$$\frac{34 \times 200,000}{1,450,554} = 4.7$$

Therefore, this college had an incidence rate of 4.7 injuries and illnesses per 100 full-time employees during the calendar year.

The formula is also used for computing incidence rates for:

1. Injuries only;
2. Illnesses only;
3. Total lost workday cases;
4. Total nonfatal cases without lost workdays;
5. Total number of lost workdays.

Incidence rates can also be produced monthly, quarterly or semi-annually to measure changes in the safety and health performance of an establishment or departments within an establishment.

APPENDIX D
DESCRIPTION OF MAJOR GROUP
STANDARD INDUSTRIAL CLASSIFICATIONS

ELECTRIC, GAS, AND SANITARY SERVICES (SIC 49):

Establishments engaged in the generation, transmission, and/or distribution of electricity, gas or steam. Water and irrigation systems, and sanitary systems which collect and dispose of garbage, sewage, and other wastes by means of destroying or processing materials are also included. Municipal government includes: Water, sewerage or refuse districts and authorities.

AMUSEMENT AND RECREATION SERVICES (SIC 79):

Establishments engaged in providing amusement or entertainment services, including parks and forests.

HEALTH SERVICES (SIC 80):

Establishments primarily engaged in furnishing medical, surgical, and other health services. State government includes: Medical and surgical hospitals, and psychiatric hospitals. Municipal government includes: Medical and surgical hospitals, nursing and personal care facilities, and psychiatric hospitals, and other specialty hospitals.

EDUCATIONAL SERVICES (SIC 82):

These establishments provide academic or technical instruction. State government includes: Elementary and secondary schools, colleges, universities, libraries and specialized education facilities. Municipal government includes: Elementary and secondary schools, junior colleges, libraries, vocational schools and specialized education facilities.

SOCIAL SERVICES (SIC 83):

Establishments providing social services and rehabilitation services to those persons with social or personal problems requiring special services and to the handicapped and the disadvantaged. State government includes: Individual and family social services, job training and vocational rehabilitation services, and residential care facilities.

EXECUTIVE, LEGISLATIVE, AND GENERAL GOVERNMENT, EXCEPT FINANCE (SIC 91): Includes offices of executives, legislative bodies, and general government.

JUSTICE, PUBLIC ORDER, AND SAFETY (SIC 92):

Consists of government establishments engaged in justice, public order, and safety. State government includes: Courts of law, state police protection, legal counsel and prosecution, correctional institutions and other law and public safety programs. Municipal government includes: Courts of law, police and sheriffs' departments, career and volunteer fire departments, and fire districts.

PUBLIC FINANCE, TAXATION, AND MONETARY POLICY (SIC 93):

Government establishments primarily engaged in financial administration and taxation, including monetary policy; tax administration; collection, custody and disbursement of funds; debt and investment administration; government employee retirement and other trust funds; and the like.

ADMINISTRATION OF HUMAN RESOURCE PROGRAMS (SIC 94):

Government establishments primarily engaged in the administrations of educational programs; public health programs; social, human resource, and income maintenance programs; and veterans' affairs.

ADMINISTRATION OF ENVIRONMENTAL QUALITY AND HOUSING

PROGRAMS (SIC 95): Government establishments primarily engaged in the administration of environmental quality and housing programs. Environmental quality programs consist of air and water resource; solid waste management; and conservation of land, minerals, wildlife, and forests. Housing programs include urban planning and community and rural development.

ADMINISTRATION OF ECONOMIC PROGRAMS (SIC 96):

Government establishments primarily engaged in the administration of economic programs. In addition to general economic programs, this group includes regulation and administration of transportation programs; regulation and administration of communications, electric, gas, and other utilities; regulation of agricultural marketing and commodities; and regulation, licensing, and inspection of miscellaneous commercial sectors.

APPENDIX E
PEOSH RECORDKEEPING GUIDELINES

The following is a brief overview of the major recordkeeping concepts to aid in accurate recordkeeping.

All work-related deaths and illnesses are recordable. All work-related injuries are recordable if they require medical treatment or involve days away from work, and/or days of restricted work activity, loss of consciousness, or transfer to another job.

Minor injuries requiring only first aid treatment are not recordable.

The following classifications list certain procedures as either medical treatment or first aid treatment.

MEDICAL TREATMENT: The following are generally considered medical treatment. Work-related injuries for which this type of treatment was provided or should have been provided are almost always recordable:

Treatment of **INFECTION**

Application of **ANTISEPTICS** during **second or subsequent visit** to medical personnel

Treatment of **SECOND OR THIRD DEGREE BURN(S)**

Application of **SUTURES** (stitches)

Application of **BUTTERFLY ADHESIVE DRESSING(S) OR STERI STRIP(S)** in lieu of sutures

Removal of **FOREIGN BODIES EMBEDDED IN EYE**

Removal of **FOREIGN BODIES FROM WOUND**, (complicated procedures)

Use of **PRESCRIPTION MEDICATIONS** (except a single dose administered on first visit for minor injury)

Use of hot or cold **SOAKING THERAPY** during **second or subsequent visit** to medical personnel

Application of hot or cold **COMPRESS(ES)** during **second or subsequent visit** to medical personnel

CUTTING AWAY DEAD SKIN (surgical debridement)

Application of **HEAT THERAPY** during **second or subsequent visit** to medical personnel

Use of **WHIRLPOOL BATH THERAPY** during **second or subsequent visit** to medical personnel

POSITIVE X-RAY DIAGNOSIS (fracture, broken bones, etc.)

ADMISSION TO A HOSPITAL or equivalent medical facility **FOR TREATMENT**

FIRST AID TREATMENT: The following are generally considered first aid treatment (e.g., one-time treatment and subsequent observation of minor injuries) and should not be recorded if the work-related injury does not involve loss of consciousness, restriction of work or motion, or transfer to another job:

Application of **ANTISEPTICS** during **first visit** to medical personnel

Treatment of **FIRST DEGREE BURN(S)**

Application of **BANDAGE(S)** during any visit to medical personnel

Use of **ELASTIC BANDAGE(S)** during **first visit** to medical personnel

Removal of **FOREIGN BODIES NOT EMBEDDED IN EYE** if only irrigation is required

Removal of **FOREIGN BODIES FROM WOUND**, if procedure is **UNCOMPLICATED**, and is, for example, by tweezers or other simple technique

Use of **NONPRESCRIPTION MEDICATIONS AND** administration of **single dose of PRESCRIPTION MEDICATION** on first visit for minor injury or discomfort

SOAKING THERAPY on **initial visit** to medical personnel or removal of bandages by **SOAKING**

Application of hot or cold **COMPRESS(ES)** during **first visit** to medical personnel

Application of **OINTMENTS** to abrasions to prevent drying or cracking

Application of **HEAT THERAPY** during **first visit** to medical personnel

Use of **WHIRLPOOL BATH THERAPY** during **first visit** to medical personnel

NEGATIVE X-RAY DIAGNOSIS

OBSERVATION of injury during visit to medical personnel

The following procedures, by itself, is considered **First Aid**:

Administration of TETANUS SHOT(S) OR BOOSTER(S). However, these shots are often given in conjunction with more serious injuries; consequently, injuries requiring these shots may be recordable for other reasons.

1990

STATE OF NEW JERSEY - DEPARTMENT OF LABOR
ANNUAL OCCUPATIONAL INJURIES AND ILLNESSES SURVEY

REPORT LOCATION AND IDENTIFICATION

This form is required by the Public Employees Occupational Safety and Health Act., N.J.S.A. 34:6A-25 et seq., and Procedural Standards for Public Employees, N.J.A.C. 12:110, Subchapter 5.

OFFICIAL USE ONLY			
SIC	<input type="text"/>	AE	<input type="text"/>
EDIT	<input type="text"/>	HW	<input type="text"/>

1. A. ANNUAL AVERAGE PAID EMPLOYMENT

Enter the average number of paid employees who worked during the calendar year for the establishment(s) covered by this report. Include all classes of employees: full-time, part-time, seasonal, temporary, etc.

Round to the nearest whole number.

1. B. ANNUAL AVERAGE UNPAID VOLUNTEERS

Enter the average number of unpaid volunteers who served during the calendar year for the establishment(s) covered by this report.

Round to the nearest whole number.

2. A. TOTAL HOURS WORKED FOR PAID EMPLOYMENT

Enter the total number of hours worked during the year by all paid employees covered by this report and included in 1. A. Do not include any non-work time even though paid such as vacations, sick leave, etc.

Round to the nearest whole number.

2. B. TOTAL HOURS SERVED BY UNPAID VOLUNTEERS

Enter the total number of volunteer hours served during the year by all unpaid volunteers covered by this report and included in 1. B.

Round to the nearest whole number.

3. NATURE OF ACTIVITY

Check all that apply which best describe the general type(s) of activity performed by the establishment(s) included in this report.

- | | |
|---|---|
| <input type="checkbox"/> Administration | <input type="checkbox"/> Legislative |
| <input type="checkbox"/> Board of Education | <input type="checkbox"/> Parking Authority |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Police Department |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Public Utilities |
| <input type="checkbox"/> Fire Department | <input type="checkbox"/> Services |
| <input type="checkbox"/> Hospital | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Housing Authority | <input type="checkbox"/> Volunteer (Describe) |
| <input type="checkbox"/> Judiciary | <input type="checkbox"/> Other (Describe) |

4. RECORDABLE INJURIES AND ILLNESSES

Did the establishment(s) have any recordable injuries or illnesses during calendar year 1990?

- No (Please complete section 6).
- Yes (Please complete sections 5 and 6).

COMPLETE AND RETURN THIS FORM WITHIN 3 WEEKS TO THE ADDRESS LISTED BELOW

RETURN REPORT TO:

NJ DEPARTMENT OF LABOR
PROGRAM ANALYSIS AND EVALUATION
PEOSH SECTION
CN 057
TRENTON, NJ 08625-0057

FOR ASSISTANCE CALL:
(609) 292-8998

SEE REVERSE

5. OCCUPATIONAL INJURY AND ILLNESS SUMMARY (Covering Calendar Year 1990)

- Complete this section by copying totals from the annual summary portion of your 1990 LOG, NIOSH No. 200.
- Note: First aid for injuries even when administered by a doctor or nurse is not recordable.

- Please check your figures to be certain that the sum of entries in columns (7a) + (7b) + (7c) + (7d) + (7e) + (7f) + (7g) = the sum of entries in columns (8) + (9) + (13).

OCCUPATIONAL INJURY CASES - Cases in the survey year resulting from one-time events

OCCUPATIONAL ILLNESS CASES - Cases in the survey year resulting from disorders or exposure over a period of time

OCCUPATIONAL INJURY CASES

INJURY RELATED FATALITIES*	INJURIES WITH LOST WORKDAYS				INJURIES WITHOUT LOST FULL WORK-DAYS**
	Injury cases with full days away from work and/or restricted workdays	Injury cases with full days away from work	Total full days away from work	Total days of restricted activity	
Number of DEATHS in col 1 of the log	Number of CHECKS in col 2 of the log	Number of CHECKS in col. 3 of the log	Sum of the DAYS in col. 4 of the log	Sum of the DAYS in col. 5 of the log	Number of CHECKS in col. 6 of the log
(1)	(2)	(3)	(4)	(5)	(6)

OCCUPATIONAL ILLNESS CASES

TYPE OF ILLNESS Enter the number of checks from the appropriate columns of the log.							ILLNESS RELATED FATALITIES*	ILLNESSES WITH LOST WORKDAYS				ILLNESSES WITHOUT LOST FULL WORK-DAYS**	
Occupational skin diseases or disorders	Dust diseases of the lungs	Respiratory conditions due to toxic agents	Poisoning (systemic effects of toxic materials)	Disorders due to physical agents	Disorders associated with repeated trauma	All other occupational illnesses		Illness cases with full days away from work and/or restricted workdays	Illness cases with full days away from work	Total full days away from work	Total days of restricted activity		
(7)							Number of DEATHS in col. 8 of the log	Number of CHECKS in col. 9 of the log	Number of CHECKS in col. 10 of the log	Sum of the DAYS in col. 11 of the log	Sum of the DAYS in col. 12 of the log	Number of CHECKS in col. 13 of the log	
(a)	(b)	(c)	(d)	(e)	(f)	(g)							(8)

* IF YOU LISTED FATALITIES IN COLUMN (1) AND/OR (8), PLEASE GIVE A BRIEF DESCRIPTION OF THE OBJECT OR EVENT WHICH CAUSED EACH FATALITY IN THE "COMMENTS" SECTION BELOW.

** WITHOUT LOST WORKDAYS CASES (WITH NO DAYS LOST) RESULTING IN EITHER: DIAGNOSIS OF OCCUPATIONAL ILLNESS, LOSS OF CONSCIOUSNESS, OR MEDICAL TREATMENT BEYOND FIRST AID.

6. REPORT PREPARED BY (Please type or print):

NAME _____

TITLE _____

SIGNATURE _____

AREA CODE _____ PHONE _____

DATE _____

COMMENTS _____

APPENDIX G (Continued)

1990 OCCUPATIONAL INJURIES AND ILLNESSES SURVEY INSTRUCTIONS FOR COMPLETING THE NJOSH NO. 200-S FORM

The Public Employees Occupational Safety and Health (PEOSH) Act and the regulations governing its implementation mandate that all public employers and volunteer agencies maintain records and file reports relating to the occupational safety and health experience of their workers with the New Jersey Department of Labor. The recordkeeping requirements became effective January 1, 1988; the annual survey, described in this mailing, covers workplace injuries and illnesses that occurred during calendar year 1990.

Establishments Included In This Report

Information to be reported on this form should include activity relating to the establishment(s) located in or administered by the political jurisdiction, governmental entity or other agency, district or subdivision named on the address label. Separate survey questionnaires have been sent to each administrative agency as well as to each police, fire, and sheriff department, correctional facility, board of education, and publicly-financed hospital. Most of the reporting units identified correspond to the reporting unit definition for employers covered by the New Jersey Unemployment Compensation Law. Several other categories of establishments have also been identified to obtain more detailed experience. The administrative entity for the report location identified on the mailing address label should include all functions of the agency except those specifically noted above. If any corrections are needed to the mailing label, please note them on the white copy of the survey form.

If you have any questions concerning the coverage for this report, please contact the New Jersey Department of Labor, Program Analysis and Evaluation, PEOSH Section at (609) 292-8998.

Section 1.A. - Annual Average Paid Employment

Enter the average (not the total) number of **paid** employees who worked in the establishment(s) during calendar year 1990. An employee is defined as anyone who provides services of any type for paid compensation for the establishment designated, **except for elected officials and members of boards and commissions**. Average annual employment may be computed by adding the number of workers employed during each payroll period of the year and dividing by the number of payroll periods in the year. For example, a bi-weekly payroll would have 26 payroll periods per year; a weekly payroll would have 52 payroll periods per year. Include all paid employees: full-time, part-time, temporary, salaried, hourly, seasonal, etc.

For local governmental agencies, include all paid employees in public works, recreational facilities, parking authorities, tax collections, building and health inspections, road departments, clerk's offices, municipal courts, etc., as well as any unpaid volunteers who may also be performing services within the agency. Also, include any employees who may be assigned to a separate facility but who remain on the agency payroll (e.g., a paid fire dispatcher in a volunteer fire department should be included in the report of the agency which pays the individual's salary). Do not include employees of the police department, board of education, fire department or a publicly-financed hospital; separate survey forms have been addressed to them.

Section 1.B. - Annual Average Unpaid Volunteers

Enter the average number of **unpaid** volunteer workers who served during calendar year 1990. The overall average is computed by adding the average number of volunteers in each month of the year and dividing this total by 12, the number of months in the year.

Section 2.A. - Total Hours Worked For Paid Employment

Enter the total number of hours actually worked by the **paid** employees reported in Section 1.A. The hours worked should be obtained from payroll or other time worked records, wherever possible. If hours worked are not maintained separately from hours paid, calculate the total hours worked by determining how many hours were paid during the calendar year and deducting vacations, sick leave, jury duty, military leave, holidays, etc.

For example, the total hours worked by an individual who worked 35 hours per week for 52 weeks, with 15 paid holidays, 10 sick days and 10 vacation days would be:

$$\begin{array}{rcl} 35 \text{ hours/week} \times 52 \text{ weeks/year} & = & 1,820 \text{ paid hours/year} \\ \\ -(15 \text{ holidays} + 10 \text{ sick days} + & & \\ 10 \text{ vacation days}) \times 7 \text{ hours/day} & = & \underline{-245} \text{ non-working hours/year} \\ & & 1,575 \text{ total hours worked/year} \end{array}$$

Section 2.B. - Total Hours Served By Unpaid Volunteers

Enter the total number of hours of volunteer service performed by the **unpaid** individuals reported in Section 1.B. Total hours for these persons may be computed in the same manner as described in Section 2.A above.

For example, a person who volunteers 2 hours a week for 40 weeks would serve 80 hours in the year. If this is the average number of hours for a typical volunteer, multiply this yearly total by the number of volunteers to obtain the aggregate number of unpaid hours. If each volunteer is credited with a different number of hours, compute total hours for each volunteer and add them together to get the aggregate number of unpaid hours served. Beside "callouts" for Volunteer Fire Departments, remember to include meetings, drills, and all other time spent as a volunteer.

Section 3. - Nature Of Activity

Using the list of activities provided, check all types of activities which are performed by the individuals covered by this report.

Section 4. - Recordable Injuries And Illnesses

Please review your NJOSH No. 200, Log and Summary of Occupational Injuries and Illnesses, for each establishment included in this report. After reviewing, check the appropriate box to indicate whether or not the establishment(s) included in this report experienced any recordable injuries or illnesses during calendar year 1990. If "No" is checked, proceed to Section 6. If "Yes" is checked, please complete Sections 5 and 6.

Section 5. - Occupational Injury And Illness Summary

The information to be reported in Section 5 of the survey can be transferred from the Log of Occupational Injuries and Illnesses (NJOSH No. 200). The recording of lost time should refer only to time the individual would have been participating in agency activities if not for the work-related injury or illness. In most cases of time lost from volunteer activities, exact numbers are difficult to calculate. Therefore, the best estimate, based on observation and/or computation as suggested above, will be acceptable. Please remember that lost time refers only to duties performed in connection with activities performed for the reporting agency. For example, if a volunteer firefighter is unable to perform, only the time lost for firefighting activities should be reported.

Section 6. - Report Preparer And Comments

Please complete all parts of this section, including your area code and telephone number. Return the white copy of the completed Survey form NJOSH NO. 200-S in the pre-addressed envelope within 3 weeks. **KEEP** the employer's buff copy for your files and retain it for five years following the end of the year to which it relates.

**APPENDIX H
ORDER FORM**

If you require additional forms, instruction booklets or posters, free of charge, please complete this form and mail it to the NJ Department of Labor at the address indicated below.

Quantity

- _____ Logs (NJOSH No. 200)

- _____ PEOSH Recordkeeping Guidelines Booklet

- _____ Job Safety and Health Protection Posters

- _____ Recording and Reporting (N.J.A.C. 12:110, Subchapter 5)

- _____ Sample Log

Send to:

Name _____

Agency _____

Mailing address _____

City/State/Zip _____

NJ Department of Labor
Program Analysis & Evaluation
PEOSH Section
CN 057
Trenton, NJ 08625-0057

