

EFFC Incident Report Analysis Program

Users leaflet

Analysing accidents on foundation
and geotechnical work sites



REGISTRATION PROCESS

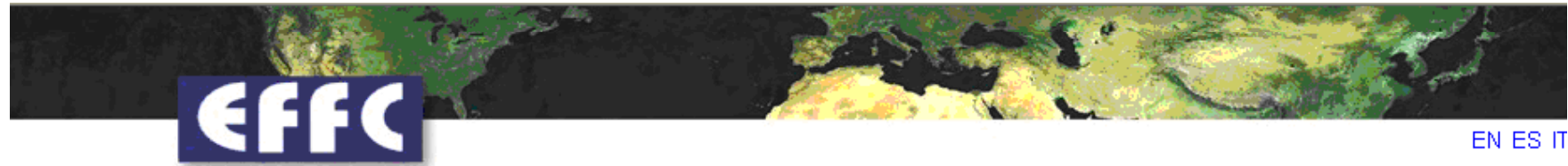


How to create an account and login details

- Go to www.effcaccidentreports.org (or use the link on www.foundationworld.org)
- Click on the 'register' button
- Fill out the registration form to add your personal details (mail, username, password, company, country, etc.)
- You will receive a confirmation mail with your activation link
- Click on this link to activate your account and login with your username and password
- A “forgotten password” facility has been set up, in case you forget your username or password

REGISTRATION PROCESS

How to create an account and login details



EFFC Incident Report

[Home](#)

All data are saved in one central online database. Reports that members send via excel in an e-mail can also be administrated and saved via online form in the database through an administrator.

Username:

Password:

Login

[Forgotten password](#)

Register



European Federation of Foundation Contractors

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EFFC INCIDENT REPORT

How to enter, store and save your data

After you login in, select “Incident Report”: the first heading of the blue navigation bars on the left of your page to enter your data. Then select your country.

EFFC Incident Report

Country

General Information

Date and Time

Place of Incident

Foundation Site Activity

Function at Time of Incident

Activity of Injured (at time of incident)

Injured Part

Incident Description

Severity of Incident


Incident Report

Statistics

Contact

Logout

Supported by:

 **Stump**
www.stump.ch

EFFC INCIDENT REPORT

How to enter, store and save your data

Give all the relevant details for each accident or incident (dangerous occurrence) that occurred on the special foundation site of your company. **All questions of the form must be answered or the data cannot be saved.**

General Information: Enter the age of the injured worker and his/her experience time in foundation. To get to the next question, click on

EFFC Incident Report

Country

General Information

Age

Time in Foundation Industry


Date and Time

Place of Incident

Foundation Site Activity

Function at Time of Incident

Supported by:

 **Stump**
www.stump.ch

EFFC INCIDENT REPORT

How to enter, store and save your data

Date and time (Shift start (time) and time of accident)

Write the date as follows dd.mm.yy (e.g. 09.08.2012 for 9th august 2012) and time as hh:mm:ss (e.g. 17:30:00). To get to the next question, click on

ENGLISH
Welcome: Netvi

EFFC Incident Report

Country

General Information

Date and Time

Date

Shift start (time)

Time of Accident

Place of Incident




Foundation Site Activity

EFFC INCIDENT REPORT

How to enter, store and save your data

Place of incident

Please note that you have to tick **ONE ANSWER**. To get to the next question, click on

Incident Report	Country <input type="text" value="Select..."/>
Statistics	General Information
Contact	Date and Time
Logout	Place of Incident 
Supported by:	Site <input type="radio"/>
	Workshop <input type="radio"/>
	Yard <input type="radio"/>
	Factory <input type="radio"/>
	Travel (Offsite) <input type="radio"/>
	Office <input type="radio"/>
	Unknown <input type="radio"/>
	Other <input type="radio"/>
	<input type="text"/>
	<input type="button" value="Next"/> 

only one answer


EFFC INCIDENT REPORT

How to enter, store and save your data

Foundation Site Activity

Please note that you have to tick **ONE ANSWER**. To get to the next question, click on



Foundation Site Activity 	
Bored	<input type="checkbox"/>
CFA	<input type="checkbox"/>
Driven	<input type="checkbox"/>
Bored soil displacement	<input type="checkbox"/>
Diaphragm walling	<input type="checkbox"/>
Steel sheet piling	<input type="checkbox"/>
Anchors (inc. rock bolts)	<input type="checkbox"/>
Grouting	<input type="checkbox"/>
Jet grouting	<input type="checkbox"/>
Other ground improvement	<input type="checkbox"/>
Water wells & dewatering	<input type="checkbox"/>
Site investigation	<input type="checkbox"/>
Underpinning	<input type="checkbox"/>
Geothermal	<input type="checkbox"/>
Unknown	<input type="checkbox"/>
Other	<input type="checkbox"/>
	<input type="text"/>

only one possible answer



EFFC INCIDENT REPORT

How to enter, store and save your data

Function at Time of Incident

Please note that you have to tick **ONE ANSWER**. If this information is missing click on **unknown** or specify it under **other**. To get to the next question, click on



Foundation Site Activity	
Function at Time of Incident	
Operator / Driver	<input type="checkbox"/>
Banksman / Signaler	<input type="checkbox"/>
Operators assistant	<input type="checkbox"/>
Casting / grouting operative	<input type="checkbox"/>
General site worker	<input type="checkbox"/>
Welder	<input type="checkbox"/>
Mechanic / Electrician	<input type="checkbox"/>
Foreman	<input type="checkbox"/>
Job site manager	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
Unknown	<input type="checkbox"/>
Other	<input type="checkbox"/>
<input type="text"/>	
<input type="button" value="Next"/>	

ONE ANSWER



EFFC INCIDENT REPORT

How to enter, store and save your data

Activity of Injured (at Time of Incident)

Please note that you have to tick **ONE ANSWER**. If this information is missing click on **unknown** or specify it under **other**. To get to the next question, click on




Foundation Site Activity	
Function at Time of Incident	
Activity of Injured (at time of incident) 	
Screwing	<input type="checkbox"/>
Assembling	<input type="checkbox"/>
Handling construction materials	<input type="checkbox"/>
Unknown	<input type="checkbox"/>
Other manual handling	<input type="checkbox"/>
	<input type="text"/>
Mechanical handling	<input type="checkbox"/>
Walking	<input type="checkbox"/>
Getting on or off machine	<input type="checkbox"/>
Maintenance	<input type="checkbox"/>
Mobilisation / Demobilisation	<input type="checkbox"/>
Welding	<input type="checkbox"/>
Unknown	<input type="checkbox"/>
Other	<input type="checkbox"/>
	<input type="text"/>
	<input type="button" value="Next"/> 




EFFC INCIDENT REPORT

How to enter, store and save your data

Injured Part

Please note that you have to tick **ONE ANSWER**. If this information is missing click on **unknown** or **multiple** or specify which body part has been injured. To get to the next question, click on 




Foundation Site Activity	
Function at Time of Incident	
Activity of Injured (at time of incident)	
Injured Part 	
Head	<input type="checkbox"/>
Eye	<input type="checkbox"/>
Arm	<input type="checkbox"/>
Hand / Wrist	<input type="checkbox"/>
Finger / Thumb	<input type="checkbox"/>
Shoulder	<input type="checkbox"/>
Back	<input type="checkbox"/>
Chest	<input type="checkbox"/>
Torso	<input type="checkbox"/>
Leg	<input type="checkbox"/>
Ankle / Foot	<input type="checkbox"/>
Unknown	<input type="checkbox"/>
Multiple	<input type="checkbox"/>
	<input type="text"/>
	 






EFFC INCIDENT REPORT

How to enter, store and save your data

Severity of Accident

Please note that you have to give **ONE ANSWER**. If this information is missing, tick **unknown**.

Enter your email and should this be required write a comment. Please check all your entries before clicking on 

Severity of Incident		
Alternative duties	<input type="radio"/>	
Material damage only	<input type="radio"/>	
No absence	<input type="radio"/>	
< 3 days absence	<input type="radio"/>	
3 days - 2 weeks absence	<input type="radio"/>	
> 2 weeks absence	<input type="radio"/>	
Fatal	<input type="radio"/>	
Unknown	<input type="radio"/>	
Email	<input type="text"/>	
Comment	<input type="text"/>	
		 

EFFC INCIDENT REPORT

How to enter, store and save your data

The programme is self-explanatory and requires no special knowledge. Once the data of the incident report has been saved, it will be immediately evaluated and displayed under the second heading “statistics” of the blue navigation bars. The evaluation results are of course anonymous (no company name, email, etc.)

The screenshot shows the EFFC Incident Report web application. On the left is a navigation menu with a red arrow pointing to the 'Incident Report' link. The main content area is titled 'EFFC Incident Report' and features a 'Country' dropdown menu. Below this are several form sections: 'General Information', 'Date and Time', 'Place of Incident', 'Foundation Site Activity', 'Function at Time of Incident', 'Activity of Injured (at time of incident)', 'Injured Part', 'Incident Description', and 'Severity of Incident'. At the bottom, there is an 'Email' input field. The top right corner shows the user is logged in as 'Netvi'.

EFFC Incident Report

Country

General Information

Date and Time

Place of Incident

Foundation Site Activity

Function at Time of Incident

Activity of Injured (at time of incident)

Injured Part

Incident Description

Severity of Incident

Email

Navigation menu:

- Incident Report
- Statistics
- Contact
- Logout

Supported by:



www.stump.ch

Top right: Welcome: Netvi