Record Nr. UNINA9910781439103321

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Titolo Occupational injuries statistics from househould surveys and

establishment surveys [[electronic resource]]: an ILO manual on

methods / / Karen Taswell, Peter Wingfield-Digby

Geneva, : International Labour Office, 2008 Pubbl/distr/stampa

**ISBN** 92-2-120440-5

Descrizione fisica 1 online resource (199 p.)

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Disciplina 363.11072/7

Soggetti Industrial accidents

Housing surveys

Work environment - Evaluation

Lingua di pubblicazione Inglese

**Formato** Materiale a stampa

Livello bibliografico Monografia

Note generali Description based upon print version of record.

Nota di bibliografia Includes bibliographical references.

Nota di contenuto Foreword; Contents; Acknowledgements; Acronyms; 1. Introduction;

> Decent work must be safe work; The need for data; Purpose of the manual; Scope and content of the manual; International statistics; 2. International guidelines; ILO Conventions and Recommendations; Statistical resolutions; ILO project; 3. Concepts and definitions; A framework for statistics on occupational injuries; Definition of key terms: 4. Scope and coverage: Occupational injuries and occupational accidents; Workers; 5. Types of data and measurement; Types of data;

6. Indicators; Denominators; Calculation of indicators

Conceptual framework for linking the indicators Adapting the

framework to reality; 7. Factors affecting choice of data collection approach; Notification systems and/or surveys; Surveys as a benchmark for coverage; "Heavy" or "light" surveys; Availability of data on number of workers and hours worked; What to do if detailed jobs data cannot be collected; Other issues; 8. Household surveys; Planning the household survey; Implementing the household survey; APPENDIX 8.1

Model questionnaire for household survey; 9. Establishment surveys;

Planning the establishment survey

Implementing the establishment surveyAPPENDIX 9.1 Model questionnaire for establishment survey; 10. Data processing and analysis; Data editing; Table specifications; Weighting of survey data; APPENDIX 10.1 Suggested tabulations from a survey of occupational injuries; APPENDIX 10.2 Tabulation of rates from the results of a surveyof occupational injuries; 11. Presentation and dissemination of results; How to present occupational injury data; Sharing ownership of survey results; Afterword; Annexes

1. Resolution concerning statistics of occupational injuries (resulting from occupational accidents), adopted by the Sixteenth International Conference of Labour Statisticians (October 1998)2. ILO Conventions and Recommendations onoccupational safety and health; 3. Labour Statistics Convention, 1985 (No. 160) and Recommendation, 1985 (No. 170) (extracts); 4. Additional classifications; 5. Training materials for household surveys and establishment surveys; 6. Some guidance for recording and notification of occupational injuries; Table; Table 5.1 Types of data; Figures

Figure 3.1 Framework for occupational injury statisticsFigure 3.2 Example using the framework for occupational injury statistics; Figure 5.1 Types of occupational injury; Figure 5.2 Time intervals associated with occupational fatalities: Illustrations for a single year; Figure 5.3 Treatment of days lost; Figure 6.1 Simplified representation of the relationship between the four comparative measures of occupational injury; Figure 6.2 More detailed relationship between measures of occupational injury; Figure 7.1 Annual estimates of employment based on data for main job

Figure 8.1 Distinguishing between temporary and permanent incapacity from the answers in the household survey questionnaire

This manual aims to assist those responsible for compiling data on occupational injuries with newly developed tools for collecting these data from household surveys and establishment surveys, to supplement the data compiled through notification systems.

## Sommario/riassunto