



Government of **Western Australia**  
Department of **Mines and Petroleum**  
Resources Safety

**Definitions and Coding used in  
Petroleum Occurrence Report Forms and  
Petroleum Monthly Status Report Forms**

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## Introduction

The electronic (PDF) versions of the Petroleum Occurrence Report Form (ORF) and the Monthly Status Report Form (SRF) provide a convenient way to complete and submit the forms using Adobe Acrobat

This manual is intended to assist you with the definitions and coding structures used in the forms.

## Abbreviations

The abbreviations used in the forms are as follows:

LTI	= Lost Time injury
ADI	= Alternative duties injury
MTI	= Medical treatment injury (no lost time)
FT	= Fatality

## Definitions

### Lost Time Injury (LTI)

A lost time injury (LTI) is a work injury that results in an absence from work for at least one full day or shift any time after the day or shift on which the injury occurred.

### Alternative duties injury (ADI)

An alternative duties injury is a work injury which is not an LTI that results in the injured person being unable to fully perform his or her ordinary occupation (regular job) any time after the day or shift on which the injury occurred, and where either alternative or light duties are performed.

### Medical treatment injury (MTI)

A medical treatment injury (MTI) is a work injury which requires treatment beyond normal first aid but which is not a lost time injury or an alternative duties injury.

## Coding Structures

Facility Type	
Code	Description
1900	Administration
1901	Mobile Offshore Drilling Unit
1902	Fixed Platform
1903	Construction Platform
1904	Service Platform
1905	FPSO (Floating Platform Storage and Offloading)
1906	Marine Vessel
1907	Helicopter
1908	Fixed Wing Aircraft
1909	Drilling Operations Onshore
1910	Seismic Operations Onshore
1911	Construction Onshore
1912	Production and Processing Facilities Onshore
1913	Pipeline
1914	Sub-sea Completion
1915	Logistic Support Base
1916	Other - Offshore
1917	Other - Onshore

Bodily Location	
Code	Description
01	Eye
02	Ear
03	Face
04	Head (other than eye, ear and face)
05	Neck
06	Back
07	Trunk (other than back and excluding internal organs)
08	Shoulders and arms
09	Hands and fingers
10	Hips and legs
11	Feet and toes
12	Internal organs (located in the trunk)
98	Multiple locations (more than one of the above)
99	General and unspecified locations

<b>Nature of Injury</b>	
<b>Code</b>	<b>Description</b>
01	Fractures (excluding of vertebral column)
02	Fracture of vertebral column with or without mention of spinal cord lesion
03	Dislocations
04	Sprains and strains of joints and adjacent muscles (including acute trauma sprains and strains only)
05	Intracranial injury, including concussion
06	Internal injury of chest, abdomen and pelvis
07	Traumatic amputation, including enucleation of eye (loss of eyeball)
08	Open wound not involving traumatic amputation
09	Superficial injury
10	Contusion with intact skin surface and crushing injury, excluding those with fracture
11	Foreign body on external eye, in ear or nose or in respiratory, digestive or reproductive systems (including choking)
12	Burns
13	Injuries to nerves and spinal cord without evidence of spinal bone injury
14	Poisoning and toxic effects of substances
15	Effects of weather, exposure, air pressure and other external causes (including bends, drowning, electrocution)
16	Multiple injuries (only to be used where no principal injury can be identified)
17	Damage to artificial aids
19	Other and unspecified injuries
21	Deafness
22	Eye disorders (non-traumatic)
28	Other diseases of the nervous system and sense organs
31	Disorders of muscle, tendons and other soft tissues (includes synovitis, tenosynovitis, bursitis)
38	Other diseases of the musculoskeletal system and connective tissue
41	Dermatitis and other eczema
48	Other diseases of the skin and subcutaneous tissue
51	Hernia
58	Other diseases of the digestive system
61	Infectious and parasitic diseases
71	Diseases of the respiratory system (including asthma, legionnaires disease, asbestosis, pneumoconiosis)
81	Disease of the circulatory system (including heart disease, hypertension, varicose veins)
91	Cancers and other neoplasms
95	Mental disorders

**Nature of Injury****Code    Description**

98      Other diseases

## Mechanism of Injury

Code	Description
01	Falls from a height
02	Falls on the same level (including trips and slips)
03	Hitting objects with a part of the body
04	Exposure to mechanical vibration
05	Being hit by moving objects (includes being caught between objects or machinery)
06	Exposure to sharp, sudden sound
07	Long term exposure to sounds
08	Exposure to variations in pressure (other than sound)
09	Repetitive movement with low muscle loading
10	Other muscular stress
11	Contact with electricity
12	Contact or exposure to heat and cold
13	Exposure to radiation
14	Single contact with chemical or substance (excludes insect and spider bites and stings)
15	Long term contact with chemical or substance
16	Other contact with chemical or substance (includes insect and spider bites and stings)
17	Contact with, or exposure to, biological factors
18	Exposure to mental stress factors
19	Slide or cave-in
20	Vehicle accident
98	Other and multiple mechanisms of injury
99	Unspecified mechanisms of injury

<b>Breakdown Agency</b>	
<b>Code</b>	<b>Description</b>
01	Machinery and fixed plant
02	Mobile plant
03	Road transport
04	Other transport
05	Powered equipment, tools and appliances
06	Non-powered hand tools
07	Non-powered equipment
08	Chemicals
09	Non-metallic substances
10	Other materials, substances or objects
11	Outdoor environment
12	Indoor environment
13	Underground environment
14	Live animals
15	Non-living animals
16	Human agencies
17	Biological agencies
18	Non-physical agencies
98	Other agencies
99	Unspecified agencies