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**Draft glossary and comparative table on work accidents in the
postal sector**

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**DRAFT GLOSSARY AND COMPARATIVE TABLE ON WORK ACCIDENTS IN THE
POSTAL SECTOR**

Exposed population
Work accidents
Management staff
Administrative staff
General employees
Technical staff
Trainee
Sex
Age
Daytime work
Night work
Outside work
Inside work
Office work
Work in industrial buildings
Accident at the workplace
Accident on the way to or from work
Traffic accident
Nature of accident
Electric shock
Fall from a height
Explosion
Fall by a person
Collision
Manual transport
Mechanised transport
Moving of equipment
Handling of chemical, toxic or hazardous substances
Other
Fatal accidents at work
Fatal traffic accidents
Fatal accidents on the way to or from work
Fracture
Accidents involving more than three days' absence
Accidents involving a maximum of three days' absence
Several persons involved/members of workforce
Several persons involved/external personnel
Working days lost as a result of accidents
Frequency rates
Severity rates

DRAFT GLOSSARY ON WORK ACCIDENTS IN THE POSTAL SECTOR

Exposed population

Employed workers with employment contracts and trainees with vocational training contracts.

Work accidents

A sudden, unforeseeable and involuntary event which endangers the physical or mental integrity of an individual. A work accident is an incident which occurs at the workplace during working time and causes absence from work, excluding the day on which it occurred. Traffic accidents which take place during working time are regarded as work accidents, with the exception of those which happen while travelling between home and the workplace.

Management staff

Work accidents to persons engaged in managerial duties.

Administrative staff

Work accidents to persons engaged in administrative duties.

General employees

Work accidents to persons engaged in general duties (e.g. post office counter staff, postmen).

Technical staff

Work accidents to persons engaged in specifically technical duties.

Trainees

Work accidents to trainees, apprentices, persons undergoing initial vocational training, and persons with employment contracts with a duration of less than one year.

Sex

Age

To allow statistics on the age of accident victims to be compiled.

Daytime work

Work accidents which occur between 6.00 and 22.00.

Night work

Work accidents which occur between 22.00 and 6.00.

Outside work

Work accidents outside the operator's premises, even if they occur on land belonging to the operator.

Inside work

Work accidents to persons working within the operator's premises.

Office work

Work accidents to persons working in offices.

Work in industrial buildings

Work accidents to persons working in buildings in which operations of an industrial nature take place.

Accident at the workplace

Accidents to persons at their own workstation.

Accident on the way to or from work

Traffic accidents to persons on the journey between home and work or work and home, regardless of the length of the journey.

Traffic accidents

Traffic accidents to persons travelling outside the undertaking for work reasons during working hours, including workers on foot who are involved in traffic accidents.

Nature of accident

Covers accidents both inside and outside the operator's premises.

Electric shock

Accidents caused by electrical energy, electricity supply, electrocution, etc.

Fall from a height

Accidents to workers working at a height: on poles, pylons, antennas, ladders, step-ladders, lifting devices, etc.

Explosion

Accidents to workers in conjunction with an explosion of gas, a battery, pressurised equipment, mixtures of chemicals, etc.

Fall by a person

Accidents to persons on foot, as a result of slipping or falling at the same level, falling on stairs, or falling from stairs.

Collision

Accidents to persons in conjunction with collisions involving materials, instruments, equipment, apparatus, plant, etc.

Manual transport

Accidents to persons in conjunction with the manual transport of objects or loads, possibly using hand-propelled trolleys, sliding carriages, pulleys, etc., but not motorised or mechanical equipment.

Mechanised transport

Accidents to persons in conjunction with the transport of objects or loads using motorised or mechanical equipment (self-propelled trucks, fork-lift trucks, etc.).

Moving of equipment

Accidents to workers in conjunction with work using equipment, whether mechanical or not and whether portable or not.

Handling of chemical, toxic or hazardous substances

Accidents to persons engaged in handling or using chemicals, including cleaning products. This means accidents with immediate effects on health rather than chronic toxic effects (occupational diseases), which may not become apparent for some time.

Other**Fatal accidents at work**

Fatal accidents to persons at their workstation, not including suicides or heart attacks.

Fatal traffic accidents

Fatal traffic accidents to persons in the course of their work, during working time, not including fatal accidents on the way to or from work.

Fatal accidents on the way to or from work

Fatal accidents to persons during the journey between home and work or work and home, regardless of how the journey is undertaken (on foot, cycle, motor-cycle, private vehicle, official vehicle, public transport).

Fracture

Accident resulting in a bone fracture as a result of a blow, shock, pressure or twisting, regardless of the bone involved.

Frequency rate

Indicates the regularity of the event.

Severity rate

Indicates the severity of the accident (based on the number of days' absence, possible invalidity or death).