



UNDERSTANDING & REPORTING

LOSSES & NEAR LOSSES

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Losses

Definition

- Fire
- MVA
- Leak
- Criminal activity
- Product quantity
- Abnormal supply occurrence
- Regulatory assessments
- Notice of violation
- General liability
- Personal injury
- Equipment or property damage
- Spill
- Business Interruptions



Near Losses

Definition

Any result that is nearly but not quite a loss, but could have been had events changed slightly or been allowed to progress further.



Fire

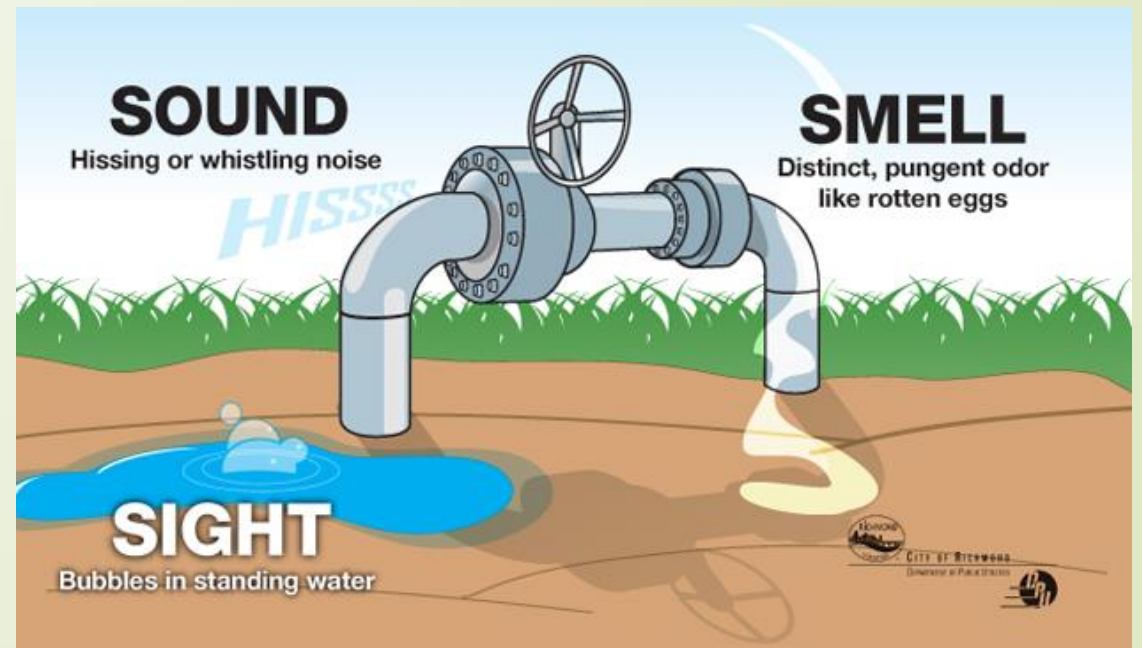
- ❑ Active principle of burning.
- ❑ No matter how small.
- ❑ The slightest heat or light of combustion.

MVA

- ❑ Involving a motor vehicle that results in property damage, unplanned/unintentional contact with any object, injury, or death.
- ❑ If a car is properly parked it is excluded provided that:
 - ❑ Vehicle is stopped.
 - ❑ Brakes are set.
 - ❑ In a legal and proper place to park.
 - ❑ Including vehicles for the purpose of loading, unloading, or a break in transit.

Leak

- Unintentional/unplanned crack, hole, or failure that lets a product or vapor from a product out from an underground medium.
- Also applies to leaks contained in secondary containment.





Criminal Activity

Examples

- Robbery
- Homicide
- Assault
- Bomb threat
- Substance abuse
- Other security issues
- Other criminal acts

What to do

- Report to Corporate Security
- Local Law Enforcement
- Report loss using LPS Loss Reporting Database
- If criteria meets “serious loss”, report directly to Loss Desk



Product Quality

- ❑ A situation where product is determined to be off-specification relative to Company or legal specifications.
- ❑ Using the LPS (Loss Prevention System) report all product quality losses to the Loss Reporting Desk, if criteria meets “serious loss”.

General Liability


- ❑ 3rd party injuries and/or property damage.
- ❑ Report all non-Company injuries and/or property damage losses to Loss Desk, regardless of seriousness of injury or amount of damage to the property.
- ❑ Report to Loss Desk within 8 hours for injury and 24 hours for property damage



Spills



- All spills greater than 16oz (one pint) use the LPS Loss Prevention System.
- Spills resulting in serious loss are to be reported to the Loss Desk within 8 hours.
- **All** spills into navigable waters are to be **immediately** reported to the appropriate local, state, or Federal agencies.
- All serious spills are to be reported by telephone to the National Response Center (NRC) at 1-800-424-8802.



Purpose for Reporting

Losses or Near Losses

- The purpose is to determine the root cause of the losses and near losses.
- Once the root cause has been detected, the next step is to correctly prevent a recurrence.



Minimize Recurrences

- If the root cause is inaccurately identified, the solutions to the problem fail.
- This is why identifying the correct root cause to an incident is important.
- If root cause is inaccurately identified, chances for a recurrence are high.
- **ALWAYS** maintain focus around the workplace.

Reporting Losses & Near Losses

TYPE OF LOSS	WHAT TO DO
Life Threatening	CALL 911
Serious	CALL 911
Injury	NOTIFY SUPERVISOR
Near Loss	NOTIFY SUPERVISOR

ALL LOSSES AND NEAR-LOSSES MUST BE REPORTED.

- If you happen to have an accident during work and injuries occur, do **not** keep it to yourself.
- Follow the correct procedures on reporting an incident.
- If you witness somebody fall or hurt themselves on the job, report it.
- Chevron's policy is to report all accidents.



Proper Steps for Reporting

Losses or Near Losses

- Person discovering Loss or Near Loss must *immediately* report to the Field Supervisor
- Field Supervisor must notify Station Manager
- Field Supervisor must notify their company (CD Painting) Supervisor
- CD Painting must notify Chevron's PM or Representative

All incidents must be reported *immediately* to the Project Manager (PM) or Chevron representative for the work.