11 INJURY AND ILLNESS RECORD KEEPING, INCIDENCE RATES, AND ANALYSIS

CASE STUDY

Michael Turano is a safety, health and environmental specialist. He has recently been hired by Sunrise Enterprises, manufacturer and distributor of pots, pans, and baking supplies, as a full time employee—a position only recently created for the company. He was shocked to find the company in violation of the Williams-Steiger Act, and sadly behind the times in terms of record keeping. He needs to convince his employer of the need for keeping accurate and up-to-date incident and injury reports.

1.	Help Michael deve	elop an a	argument ir	favor	of good	record	keeping.	What	are some	of the	uses fo
	such records?										

2. What types of records and reports should Sunrise Enterprises keep and maintain?