



Incident cost calculator

A tool for making the case for health and safety changes

The *Incident cost calculator* is a form designed by the UK's Health and Safety Executive to help track and assess costs of health and safety incidents at work. One version can be printed and completed by hand. It's on the next page. A second interactive version with help and indicative cost values is available on line.

The website has information and forms about calculating costs in general, injuries and ill health, along with case studies and references. You can find all these things at http://www.hse.gov.uk/costs/costs_overview/costs_overview.asp.

How to complete the Incident Cost Calculator form

For each cost, consider whether it is relevant. If not, ignore it. If it is relevant, you can do one of two things:

- you can enter the total amount for this cost directly onto the form; or
- if you do not know the total cost, but you do know how much time was involved, you can record this instead.

Some times should be recorded in hours, while others should be in days. The form indicates which type to use.

If you record the time spent, you also need to record the hourly or daily rate for the cost. Some of the costs allow you to use an average value from a reference table for these, otherwise you have to put in your own numbers.

In the on-line version, the costs with reference data are shown by View Average values icon on the right hand side of the costs column. Click on the View Average values icon on the form to display the table. You also can preview a copy of the report before printing it.



