



## Monthly Contractor Manpower Summary

for work performed on site at Vale Manitoba Operations

Sample

Contractor Name:	XYZ contracting	
Manpower Report Period	From Date: Jan 1, 2011	To date: Jan 31, 2011
Total Manhours (include Sub-contractor's hours)	17,001	
Number of Employees on Site - Mill/Mines	112	
Number of Employees on Site - Smelter	16	
Number of Employees on Site - Refinery	32	
Number of Employees on Site - Support Services / Other	2	
Number of First Aid Injuries (FAI)	FAI's 14	
Number of Medical Aid Injuries (MAI)	MAI's 1	
Number of Restricted work Injuries (RWI)	RWI's 2	
No# of Days employee(s) was an RWI <small>(Counted from the first calendar day following date of injury)</small>	Days: 11	
Number of Lost Time Injuries (LTI)	LTI's 0	
No# of Days employee(s) was an LTI <small>(Counted from the first calendar day following date of injury)</small>	Days: 0	

### Brief Description of type of work completed.

Note: If reporting MAI's / RWI's / LTI's above, list the department where each occurred in the comments.  
(i.e. Refinery 1 MAI )

*Refinery Catch basins (MAI 1), Smelter Pit Excavation (RWI 2), Utilities power line*

Please complete the above form and return to [ContractorInjuryReporting@vale.com](mailto:ContractorInjuryReporting@vale.com)

The completed form is **required** by noon of the 1st business day of each month following the report.  
Effective June 1, 2010 reporting period is 1 complete month.

For calculation consistency, the period begins with the start of day shift on the first day of the period and ends with the end of the graveyard shift on the last day of the period.

\*\* This report forms part of each contract we have with your company so please be diligent in getting the information to us in a timely fashion.\*\*

**Please note:**  
General Contractors are responsible for reporting for their Sub-Contractors

**Lost Time Injury (LTI) incidents are to be reported to Vale Immediately !!!**