



WISH Sickness Absence Metrics

In order to achieve consistency of information, organisations should record the following fields for each period of sickness absence:

- Job title (using Activity Categories in Table 1)
- Name or Person identifier
- Date of birth
- Sex
- Full- or part-time
- Date of first day of absence
- Number of days absent
- Reason for absence (using categories in Table 2)
- Medical certificate/ self-certificate



Table 1. Activity categories

Activity category	Description and comment
Landfill	All activities on landfill sites, including gas, leachate and power station operations with the exception of admin/office staff
RCV	RCV – refuse collection vehicle. Mainly household collection of wastes, but also commercial collections using same vehicle type
Skip / rollonoff	Commercial collections (excepting those conducted as part of household collections) including skips, RELs, rollonoffs etc
Tankers	Wastes moved by tanker, such as hazardous/special wastes, sewage and food wastes etc
Workshop / maintenance	All workshop and maintenance specific activities such as vehicles, static plant and heavy mobile plant maintenance
Transfer station	Simple transfer of wastes activities (note – if combined transfer and recycling use recycling category as below)
Treatment	Treatment and transfer of hazardous/special wastes including drum and IBC transfer and various treatment/recovery activities
Incineration	All incineration including energy from waste and combined heat and power plants
CA site	All civic amenity site (also called HWRC, RRC etc sites) activities – reception etc of wastes from member of the public
MRF	All non-hazardous/special waste recycling activities such as material recycling facilities, recycling plants, baling activities etc
Composting	All 'green waste' composting whether open wind-row, in-vessel etc (note – green waste only, see below on MBT/AD)
Total waste management	All waste activities embedded within customer premises and activities no matter the types of waste involved
Cleaning	Industrial cleaning and street cleansing activities including road sweeping and other cleaning activities
AD / MBT	All anerobic digestion, mechanical biological treatment and similar activities (note – not green waste composting as above)
Office / admin	All office based administration, support and managerial type activities: That is non-operational activities

Notes

Where a site/facility has various activities on it, such as a combined transfer station and MRF, and employees work across activity boundaries the category chosen should be that which is likely to attract the higher occupational health exposures

The same logic as above should be applied to employees who have various job duties, such as a driver who operates RCV and commercial waste vehicles



Table 2. Absence categories

Absence category	Description and comment
Back / neck problems	Any back, neck or other spinal condition, low back pain, slipped or prolapsed disc, but not of other parts of the body (see below)
Other musculo-skeletal problems	Non-back and neck musculoskeletal disorders, such as those of the shoulder, arm, wrist, leg etc – please specify
Mental health	Stress, depression and other similar conditions such as anxiety, mental health, fatigue etc – please specify
Viral infections / colds / flu	Infections such as cold and flu (note – not specific and diagnosed chest or respiratory infections as below)
Chest infections	Specific and diagnosed chest infections including bronchitis, pneumonia and other specific chest/respiratory infections
Other infections	Other infections and diseases such as infected wounds, measles, hepatitis, glandular fever (note – not chest infections as above)
Chest / respiratory other	Non-infection based chest/respiratory disorders such as asthma, respiratory sensitisations, allergic responses etc
Neurological / headache / migraine	Headaches, migraine, tension headaches, cluster headaches, trigeminal neuralgia etc
Eye	Cataracts, glaucoma etc
Ear / nose / throat	Toothaches, hearing disorders, vertigo, dizziness (if related to ENT condition), sinus problems etc
Genito-urinary / menstrual	Kidney/bladder disorders and infections, kidney stones, nephritis, prostate disease, cystitis etc including menstrual issues
Stomach and digestion	Upset stomach, food poisoning, D&V (diarrhoea and vomiting), bacterial and toxin based stomach disorders etc
Other internal disorders	Other kidney, stomach, liver, chest etc not covered above such as cancers, ulcers, irritable bowel, gall stones, cirrhosis etc
Pregnancy related	All pregnancy related disorders, but not including maternity leave or other planned absence relating to child birth and care
Heart, blood pressure and circulation	All heart disorders, heart attacks, angina, high blood pressure, myocardial infarction etc
Physical injuries	Other injuries etc not covered above such as fractures, burns, amputations, bruising etc (see below on workplace injuries)
Other	Any other disorder, disease, injury etc not covered above. A description of the specific issue should be used



Notes

Organisations may seek to add categories to the above for their own internal purposes, such as whether an absence may be work related or not. The most common example being physical injuries where these may be caused by, for example, a sports accident or an accident at work

Likewise the above only includes ill health related absences. Organisations may have other categories related to family emergencies, child care etc, but these are not included above as they are not ill health related.