



Frequently Asked Questions

Why can't I log into the system?

- There can be many reasons as to why you are having trouble logging into the system. Check for the following problems:
 1. Confirm that the website address is pecpremier.com
 2. Make sure you are at the SSQ log-in, instead of the ITR log-in.
 3. Make sure you have the correct user name and password for this website.
 4. Make sure the password is in lowercase.
 5. Did you double enter the password? Saved passwords must be deleted before re-entering manually.
 6. Verify that user name and password are in the correct fields.

Where are the SSQ questions?

- The information you provide in the first three sections, Company Profile, Services, and Information Release, will determine the applicable content of your SSQ. Once you complete these three sections, the appropriate SSQ sections will become available in the dropdown box at the bottom of the page.

Whenever I try to open my SSQ to navigate through or edit it, I get a message saying that the page cannot be displayed. Is there something wrong with my computer?

- Microsoft Internet Explorer is the optimum platform for the SSQ. Netscape, AOL, and other browsers may provide error messages. To obtain a free download of MS Internet Explorer, access this weblink: <http://www.microsoft.com/windows/ie/ie6/downloads/critical/ie6sp1/default.msp>

Words are already entered into the fields and I can't type anything into them. Why is it doing this?

- For best results, the computer should be set at a Display setting of 96DPI (dots per inch) and a Screen Resolution of 1024 x 768. To change this setting, right click on your desktop and select Properties, and then Settings.

What are NAICS/SIC codes?

- These are classification codes which can be obtained from your insurance carrier. For a listing of these codes, visit the websites below:
SIC code (now NAICS) <http://www.census.gov/epcd/www/naics.html>
Translation table SIC to NAICS:
<http://www.census.gov/epcd/www/naicstab.html>

What is the EMR and how does it work?

- The Experience Modification Rate (EMR) is established by the contractor's worker's compensation insurance carrier, and is based on the contractor's loss history. The EMR is a relatively straightforward computation that compares a company's annual losses in insurance claims against its policy premiums over a three-year period, excluding the most current year.

Why do I have multiple OSHA tables in my drop down menu?

- Some operators require an OSHA table to be completed with specific data relative to work performed for their company. Among these are Anadarko Offshore, and Bobcat. If there are Operator Specific OSHA tables in your drop down box which do not apply to you, you may remove them by unchecking that operator on your Operator Release Form in the Information Release Section. Total E&P or BHP Billiton sections may also be removed in this way if you do not perform work for them.

Why are some of the columns on the 3 year average in the General Safety Incident statistics page being totaled instead of averaged?

- This is intentional, as the reason for the three year average table is to allow the operators to see the various rates and ratios (TRIR, DART, Severity Rate, etc.) on an average basis. The figures for incidents and exposure hours are summed so the operators can verify the ratios. The average for the rates and ratios are calculated as a true numerical average rather than a simple average of the rates for the three years.

Here is a TRIR example:

For 2005 = 6.85

For 2004 = 7.89

For 2003 = 7.11 the simple average is 7.28

But the true 3 year average TRIR is calculated:

(Sum of the incidents over 3 years (15) x 200000) divided by the sum of the exposure hours (413,150) or

$(15 \times 200000) / 413150 =$ the 3 year average TRIR is 7.26

Calculating in this way sometimes provides significant differences between simple average and true 3 year average, and provides that all contractor's rates and ratios are calculated exactly the same as any other contractor, and are calculated to the operator's specifications.

My SSQ says Incomplete, how do I make the SSQ 100% complete?

- Any section with unanswered questions will appear highlighted in green on the dropdown menu. Once all sections have been completed and the only green highlight is the Completion Certification, the SSQ is complete. The current status of an SSQ will also appear at the top of each page.

Why is my SSQ now Incomplete after I have already once completed it?

- Every time changes are made to a completed SSQ, such as to release information to an operator, to update an OSHA table, or to change Company Profile information, the Completion Certification Section should be re-confirmed.

DART- (Days Away, Restricted, or Transferred) Number of days away from work *plus* number of on-job transfers or restriction cases *times* 200,000 divided by exposure hours. Found on OSHA table.

DPI- Stands for Dots Per Inch. DPI represents the number of dots or pixels per linear inch on a computer screen.

High native resolution – The resolution at which the monitor is designed to display images. Image signals higher or lower than a specified native resolution must be converted to be displayed accurately.

ODT – (Operator Development Team) they're a group of representatives from each of our Operators. The ODT is who makes all decisions regarding the SSQ. They are actually the ones who developed the SSQ.

Severity Rate – total number of days away from work *times* 200,000 *divided* by exposure hours.

TRIR – (Total Recordable Incident Rate) Number of recordable cases *times* 200,000 *divided* by exposure hours.