

# SHAPE Annual Report 2001



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**SHAPE  
Annual Report  
2001**



# **Annual Report 2001**

**Safety and Health in Arts Production  
and Entertainment (SHAPE)**

## About SHAPE

SHAPE (Safety and Health in Arts Production and Entertainment) is an industry association dedicated to promoting health and safety in film and television production, theatre, music, dance and other performing arts industries in British Columbia. SHAPE provides information, education, and other services that help make arts production and entertainment workplaces healthier and safer. When the industry perceives a need, SHAPE responds.

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SHAPE was established in 1998 at the request of industry representatives and the Workers' Compensation Board (WCB) of British Columbia in recognition of the unique nature of the arts and entertainment industries.

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SHAPE has two standing committees: one for the motion picture and video industry, and one for the performing arts industry. Each committee includes industry representatives from employer associations and unions. The committees each select an employer representative and a worker representative for SHAPE's board of directors. Together, the two committees and the WCB choose a neutral chairperson for the board. In 2001, each of the standing committees met five times.

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## Executive summary

2001 was a year of change and growth for SHAPE. This annual report records our accomplishments in a year that saw the publication of our first major safe work practices guide; a new look for SHAPE; and new staff. Rob Jackes, who had served as general manager since SHAPE's inception in 1998, resigned to accept a teaching post. SHAPE contracted the services of Pinton Forrest & Madden to undertake an extensive search to find a suitable candidate to fill this position. Rob's successor, Linda Kinney, brings to SHAPE years of experience in the film and entertainment industry and as a member of SHAPE's board of directors.

Amid all this change, however, SHAPE's purpose remained the same: to work with employers and workers in British Columbia's arts and entertainment industries to create healthier, safer workplaces. SHAPE's methods include training and education; publications; research; communications; and industry service and outreach.

In 2001, SHAPE worked to meet its goals by:

- publishing a safe work practices guide for hearing conservation
- developing a safety awareness curriculum for use in schools
- hiring health and safety consultant Marty Clausen to provide stakeholders with advisory and workplace visitation services
- producing a workplace safety signage kit
- developing guides for working at heights in the performing arts and preventing musculoskeletal injury, each to be published in 2002
- partnering with UBC researchers investigating safety issues arising from the use of fog and smoke
- assisting performers with WCB registration issues
- conducting worker hearing tests and respiratory mask fit tests
- conducting first aid and hazardous materials training sessions
- expanding our health and safety resource library and Web site
- expanding distribution of our newsletter and other health and safety materials
- initiating a process for the development of fire safety materials for stakeholders
- extending our programs (hearing testing and level one first aid) outside the lower mainland

The arts and entertainment industries are increasingly important elements of the British Columbia economy, and in 2001 SHAPE kept pace by evolving to meet the changing needs of industry stakeholders. The work done in that year will help ensure that we can continue to meet stakeholders' needs in the years to come.

## **Training and education**

Training and education are key elements in SHAPE's efforts to help employers and workers build healthier, safer workplaces.

### ***Industry training sessions***

Industry training sessions help raise industry awareness of health and safety and provide workers with practical knowledge and hands-on training. For the first time since SHAPE's inception in 1998, first aid training took place outside the Lower Mainland, in both Victoria and Kamloops. SHAPE conducted industry training sessions for a total of 594 individuals in 2001, including the following:

- Level One First Aid (237 workers)
- Workplace Hazardous Materials Information System (WHMIS) (179 workers)
- Safety Awareness (96 workers)
- Safety Awareness for Supervisors (32 supervisors)

### ***Safety awareness in schools***

SHAPE prepared a draft curriculum on safety awareness for use in B.C. schools and submitted it to the Ministry of Education in December 2001 for review and approval. Publication and distribution are slated for summer 2002.

## **Publications**

Print and online publications are invaluable educational tools because they help employers and workers:

- understand their rights and responsibilities under the *Workers Compensation Act*
- understand WCB requirements and how to implement them
- find safer ways to carry out everyday tasks in the workplace
- keep up on new developments in their changing industries

**Completed in 2001**

In 2001, SHAPE completed its first major publication, in addition to several other print materials. During this same period, it improved the visual presentation of its health and safety materials. An easily recognizable “look and feel” was created to unify all of SHAPE’s print and online materials. Many of SHAPE’s publications are available both in hard copy form and online at [www.shape.bc.ca](http://www.shape.bc.ca).

*Listen While You Work* — SHAPE’s first major publication is a hearing conservation manual for the performing arts. It has been widely distributed since its publication.

*Focus on Safety* — SHAPE contributed to this WCB safe work practices manual, which covers numerous health and safety issues specific to film and television productions.

*Personal Option Protection (POP) for Performers* — This information bulletin answers questions performers may have about registering for WCB coverage.

Respiratory protection poster — SHAPE redesigned this poster with the assistance of the 3M corporation.

**Under development in 2001**

In addition to completing several projects in 2001, SHAPE continued to develop other health and safety publications for completion.

*Preventing Musculoskeletal Injury (MSI) for Musicians and Dancers* — Musculoskeletal injury, sometimes called repetitive strain injury, is a serious issue for many performers. A draft of this research document was reviewed and edited in 2001. The completed publication is expected to be available by June 2002.

*Working at Heights in the Live Production Industry in B.C.* — Live productions present unique scenarios in which workers are at heights that require protection under WCB Regulations. This safe work practices guide was further developed in 2001 and is expected to be published in summer 2002.

Pyrotechnics special effects report — SHAPE commissioned a report on operational and educational resources available to the industry for safe work practices in pyrotechnic special effects. The report was submitted to the motion picture and video standing

committee for review and preparation of an action plan for guidelines on safe work practices for pyrotechnics.

Work site fire plans — SHAPE is negotiating with two consultants on the development of industry work site fire plans. Resource materials for this project are expected to be produced during 2002.

## **Research**

SHAPE continued to work with UBC researchers from the UBC School of Occupational and Environmental Hygiene on an investigation into health and safety issues posed by the use of fogs and smokes in live and filmed performances. Researchers completed testing in 2001. A final report is scheduled for delivery by October 2002.

## **Communications**

British Columbia's performing arts and entertainment industries are constantly evolving. To keep stakeholders up-to-date on the latest health and safety information, SHAPE produces a regular newsletter and a frequently updated Web site.

### ***Newsletter***

SHAPE's newsletter continues to be an important tool for communication, education, and industry outreach. In 2001, the newsletter presented a variety of topics to SHAPE stakeholders, including items on pyrotechnics, helicopter safety, hauling gear, working alone, dancers' injuries, musicians' seating problems, the Feldendrais Method, and stress-reduction tips.

Distribution expanded to over 90,000 hard copies — a 29% increase over the 2000 distribution of 70,000 copies. Readers can also find an archive of past and current newsletter issues on the SHAPE Web site. A newsletter redesign was completed in time for the December 2001 issue.

### ***Web site***

In its first full year of operation, the SHAPE Web site ([www.shape.bc.ca](http://www.shape.bc.ca)) continued to serve as an important element of our communications strategy, introducing visitors to



SHAPE and its work. In 2001, the site received 7,896 visits. (During 11 months of operation in 2000, the site received 4,435 visits.) The current, expanded site offers access to dozens of books, pamphlets, videos, reference guides, and training kits, as well as links to related Web sites.

## **Industry service and outreach**

SHAPE exists to serve its stakeholders, and industry service and outreach are every bit as vital as training and education in our efforts to help the arts and entertainment industries improve workplace health and safety.

### ***Health and safety consultant***

Stakeholders now have access to another resource — SHAPE hired health and safety consultant Marty Clausen in August 2001. Marty works with the performing arts and film industry to advise with health and safety concerns. Despite his mid-year start, Marty conducted 95 consultative work site visits and 67 respirator mask fit tests by year end. Marty has raised SHAPE's profile through his presence on-site. Marty contributes to the SHAPE newsletter with current reports and has assisted in the development of numerous safety programs for theatres and productions. Marty also offers stakeholders in the motion picture and video industry template documents on disc to help establish work site safety programs. The WCB has favourably evaluated this model program.

### ***Hearing tests***

SHAPE staff made significant progress on the long-term goal of providing hearing tests to all workers in B.C. film and live performance venues who are at risk for hearing damage. In 2001, 849 industry workers were tested, a 13.4% increase over 2000.

### ***Information system***

Stakeholders also have access to the first components of a universally recognizable information system that can be used to alert workers to hazards. SHAPE's package includes safety posters, stickers, and magnetic skins that can be used to:

- identify fire exits and hazards
- identify safety committee membership
- encourage safe work practices

These packages are available to every work site in the film and live performance industries in B.C. To date, all Lower Mainland live performance venues have received a package. SHAPE is working to reach theatres in other parts of the province. All new film and video productions now receive the package when they commence operations in B.C.

## **SHAPE staff and committee membership**

SHAPE operates with three full time staff and one part time receptionist. Consultants and course trainers are contracted as needed on a project by project basis. The staff works directly with the Board, the two standing committees and sub-committees.

### ***The Directors of SHAPE in 2001 were:***

- Mark Thompson, Chair
- Beth Hanham (MPV)
- Burt Harris (PA)
- Don Cott (MPV) (September to December)
- Miles Muir (PA) (September to December)
- Linda Kinney (MPV) (January to August)
- James Pollard (PA) (January to August)
- Harvey Linton, from the industry Services Division of the Workers Compensation Board sits at the SHAPE board as a non-voting representative.

### ***Motion Picture Video Standing Committee representation in 2001:***

- Mark Thompson, Chair
- Don Cott, AMPTP
- Susan Croome, Motion Picture Studio Facilities
- Beth Hanham, IATSE 891
- Fred Keating, UBCP (performers)
- Linda Kinney, CFTPA (January to August)
- Neil Haggquist, CFTPA (October to December)
- Leta Labiuk, IATSE 669
- J.J. Makaro, UBCP (stunts)
- Roz Royce, CIFC
- Michele Porter, DGC
- Jarrod Thalheimer, ACFC West
- Jack Vlahovic, Teamsters 155

***Performing Arts Standing Committee representation in 2001:***

- Mark Thompson, Chair
- Colin Campbell, IATSE 118
- Day Helesic, CADA/BC
- Burt Harris, PMIA
- Chris Anderson, Events
- Charles Richmond, AES
- Prem Marimuthu, Specialty Venues
- Jennifer Mascall, The Dance Centre
- Mary-Ann Moir, Large Orchestral Ensemble
- Miles Muir, Stage Venues
- James Pollard, GVPTA
- Ian Pratt, CITT/BC
- Gene Ramsbottom, VMA
- Ingrid Turk, CAEA
- Vesna Pejkovic, Concert Production

***Sub-Committees of SHAPE******Hearing Conservation in the Performing Arts***

- Burt Harris
- Fred Keating
- Jennifer Mascall
- Mary-Ann Moir
- Gene Ramsbottom
- Ingrid Turk

***Musculoskeletal Injuries of Dancer and Musicians***

- Burt Harris
- Jennifer Mascall
- Gene Ramsbottom
- Day Helesic

*Working at Heights in the Performing Arts*

- Colin Campbell
- Chris Anderson
- Miles Muir
- Matt Lees
- James Pollard
- Ian Pratt
- Julie-Ann Saroyan
- Ingrid Turk

*Pyrotechnics Steering Committee*

- Stewart Bradley (Thomas Special Effects)
- Bill Campbell (Vancouver Fire Department)
- Don Cott
- Rory Cutler (International Special Effects)
- Richard Davis (Producer, Once and Future Films)
- Beth Hanham
- Fred Keating
- Linda Kinney
- John Martin (Explosive Regulatory Division, NRC)

**SHAPE Staff**

- Linda Kinney, General Manager
- Robyn Carrigan, Administrator
- Monika Majnik, Program Administrator
- Marty Clausen, Health & Safety Consultant
- Rob Jackes, Instructor (Safety Awareness, Supervisor Safety Awareness)
- Kathy Day, Instructor (Occupational First Aid Level One, WHMIS)
- Ed Brisson, Receptionist (Courses)

# Appendix 'A'

**SHAPE  
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## Appendix A

### Acronyms and Terms

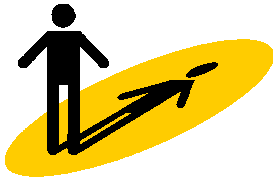
<b>ACFC</b>	Association of Canadian Film Craftspeople
<b>AES</b>	Audio Engineering Society
<b>AICP</b>	Association of Independent Commercial Producers
<b>AMPTP</b>	Alliance of Motion Picture and Television Producers
<b>BC</b>	British Columbia
<b>CADA/BC</b>	Canadian Alliance of Dance Artists (BC Chapter)
<b>CAEA</b>	Canadian Actors Equity Association
<b>CFTPA</b>	Canadian Film and Television Production Association
<b>CIFC</b>	
<b>Vancouver</b>	Canadian Independent Film Caucus
<b>CITT/BC</b>	Canadian Institute of Theatre Technology (BC Chapter)
<b>CPAWC</b>	Commercial Producers Association of Western Canada
<b>DGC, BCDC</b>	Directors Guild of Canada
<b>Events</b>	Concerts, festivals and special events
<b>GVPTA</b>	Greater Vancouver Professional Theatre Alliance
<b>IATSE</b>	International Alliance of Theatrical Stage Employees
<b>Large</b>	
<b>Ensembles</b>	Symphonies, opera orchestras and large bands
<b>MPV</b>	Motion Picture Video
<b>NRC</b>	Natural Resources Canada
<b>OFA</b>	Occupational First Aid
<b>PA</b>	Performing Arts
<b>PACT</b>	Professional Association of Canadian Theatres
<b>PMIA</b>	Pacific Music Industry Association
<b>SHAPE</b>	Safety and Health in Arts Production and Entertainment
<b>UBC</b>	University of British Columbia
<b>UBCP</b>	Union of British Columbia Performers
<b>VCT</b>	Vancouver Civic Theatres
<b>Venues</b>	Stages, theatre spaces and presentation centres
<b>VMA</b>	Vancouver Musicians' Association
<b>VSO</b>	Vancouver Symphony Orchestra
<b>WCB</b>	Workers Compensation Board
<b>WHMIS</b>	Workplace Hazardous Materials Information Systems

# Appendix 'B'

**SHAPE  
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# MISSION STATEMENT

## 1. Preamble

Producers, engagers, performers and other workers in the BC arts and entertainment industry:

- a) Recognize the need for workers to play a responsible role in health and safety in the workplace, and
- b) Recognize the important role of professional, trade and industry organizations, professional associations, unions, guilds and other groups actively representing employer/engagers or employees in the arts and entertainment industry in promoting health and safety in that industry, and
- c) Support the formation of an Association for “Safety & Health in Arts Production and Entertainment” (**SHAPE**), and
- d) Recognize that the WCB retains its legal authority to investigate claims and conduct regular safety inspections.

## 2. Terms of Reference

- a) **SHAPE** will direct activities concerning the promotion and education of health and safety in the arts and entertainment industry.
- b) **SHAPE** will develop a working relationship with the WCB based on communications, consultation and cooperation, to facilitate compliance with occupational health and safety regulation.
- c) **SHAPE** will not act as a representative or advocate for individual workers, performers, producers or engagers with respect to appeals or other proceedings arising out of compliance orders or penalty assessments made by the WCB.

## 3. Functions

- a) monitor workplace hazards and collect information on occupational accidents and diseases for use in the promotion of workplace safety;
- b) prepare health and safety policies and procedures for the arts and entertainment industry in order to facilitate compliance with WCB regulation by BC producers, engagers, performers and other workers;

- c) maintain liaisons with similar organizations in other jurisdictions to seek consistency in approaches to occupational health and safety issues;
- d) assist in complaint and safety inspections as required;
- e) act as a liaison between the arts production and entertainment industries and the WCB on issues within its mandate;
- f) facilitate health and safety training and education.

## 4. Funding

- a) The WCB will provide funds for **SHAPE** through such mechanisms as it may choose.
- b) Funding is to be made available by way of annual budget proposals to the WCB for an initial five-year period.

## 5. Governance

- a) A Board of Directors will govern **SHAPE**.
- b) Standing committees for both the motion picture and the performing arts industries, will each name two members to the Board of Directors.
- c) The **SHAPE** Board will govern independently from the recognized professional, trade and industry organizations and associations represented on the two standing committees.

## 6. Structure and Administration

- a) The Board of directors will be comprised of two motion picture and video representatives (one producer/engager and one performer/worker) and two performing arts representatives (one producer/engager and one performer/worker) and a neutral chair. The Chair will be chosen jointly by the two standing committees and the WCB.
- b) A professional staff hired by the Board of Directors will conduct the operations of **SHAPE**.
- c) The offices of **SHAPE** will be located in the Lower Mainland.
- d) The scope of **SHAPE** will be Province-wide.
- e) The two standing committees will coordinate the set-up of **SHAPE** in consultation with the WCB.
- f) **SHAPE** will publish an annual report available to the public.

# Appendix 'C'

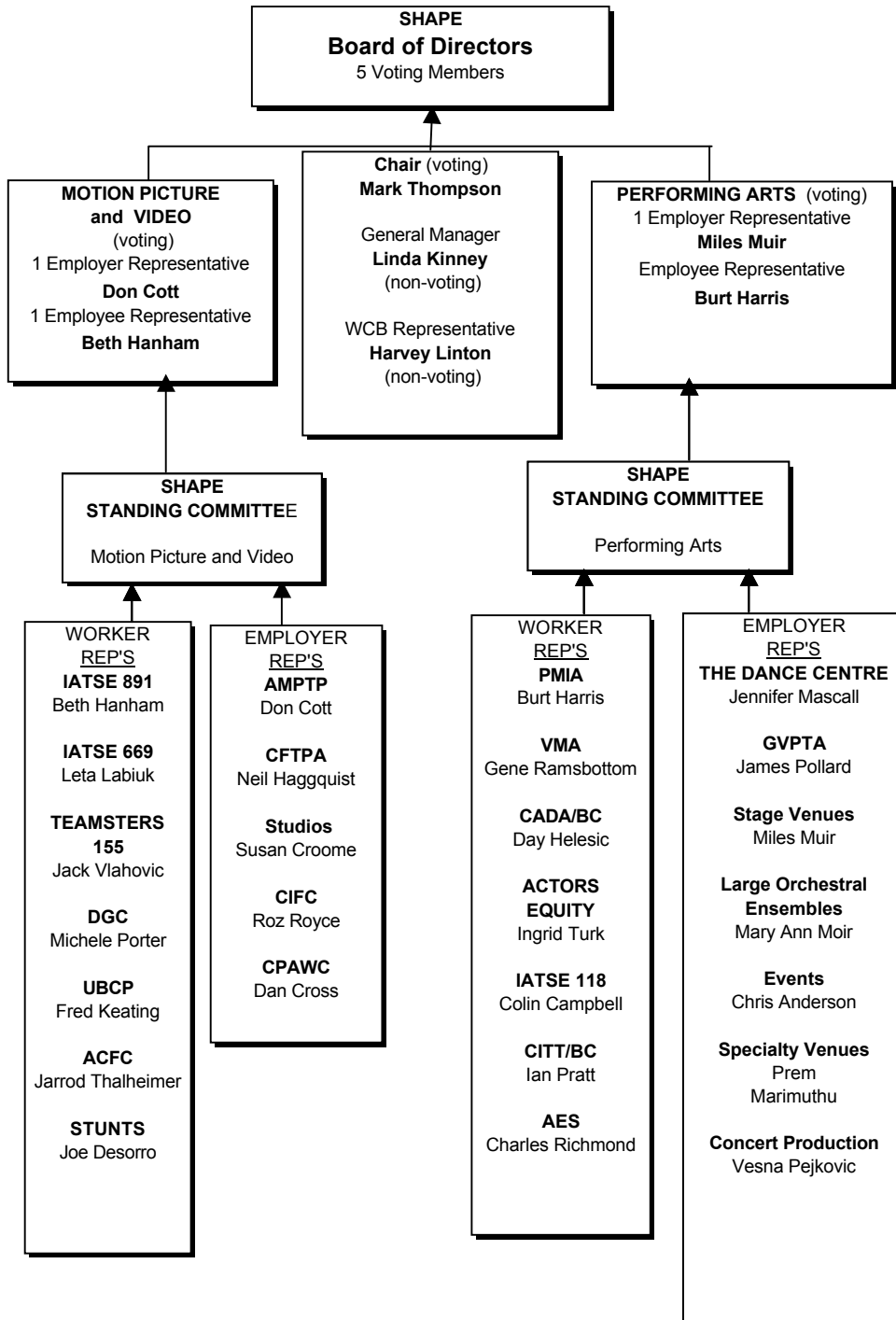
**SHAPE  
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2001**





**SHAPE**  
SAFETY & HEALTH IN ARTS  
PRODUCTION & ENTERTAINMENT

**Safety & Health in Arts Production and Entertainment Association**  
**Organizational Chart** (Subject to change)



# Appendix 'D'

**SHAPE  
Annual Report  
2001**



# **Motion Picture Industry 1997-2001**

Prepared by: General Industries, Industry Services, Prevention  
Division

May 2002

# Motion Picture Industry

## Statistical Overview 1997-2000

Year	Accepted Claims	Claim Costs	Days Lost	Injury Rate (accepted claims per 100 person years of employment)	Person Years	Injury Year Duration (Average Days Lost per Claim)	Average Costs Per Claim
1997	375	\$1,704,974	10,272	2.0	15,746	22	\$4,547
1998	302	\$1,378,153	11,594	2.0	18,767	22	\$4,563
1999	378	\$1,813,981	14,146	2.0	21,987	25	\$4,799
2000	376	\$4,582,806	14,126	2.0	24,705	21	\$12,188
2001	372	\$2,309,464	14,652	2.0	-	27	\$6,208
1997-2001 Total	1,803	\$11,789,379	64,790	2.0 (average)	20,301 (average)	24 (average)	\$6,539 (average)
% of change 1997-2001	-0.8%	35.5%	42.6%	0.0%	57.0%	22.7%	36.5%

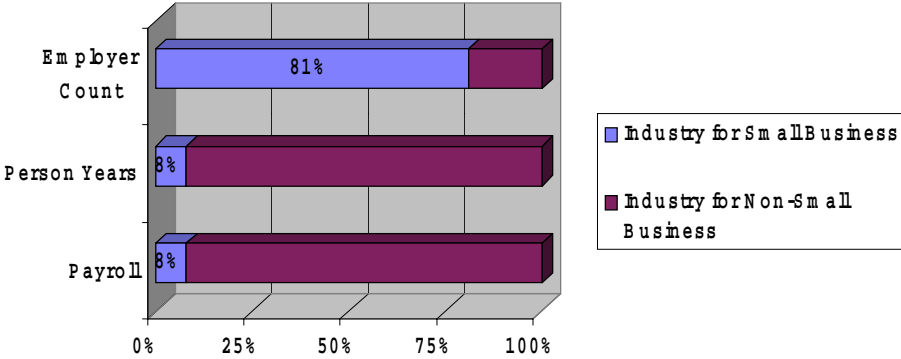
### Notes:

- Motion Picture refers to WCB Classification Unit 763025
- The injury rate for 2001 is an estimate. Person years are not yet available for 2001.
- See pages 11 and 12 for definitions of terms.

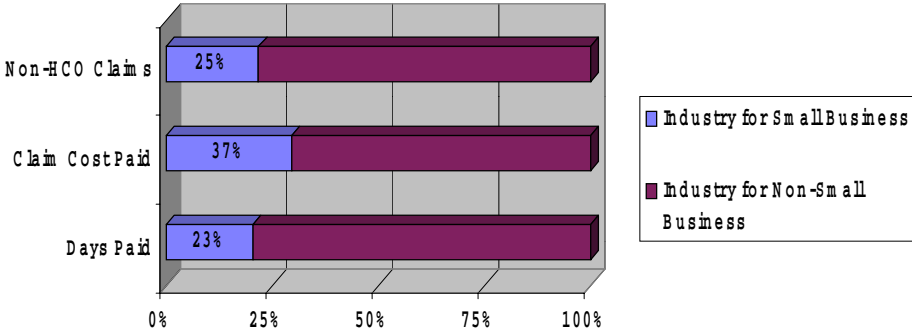
# Motion Picture Industry

## Small Business Overview 1997-2001

Small Business Portion of Total Industry



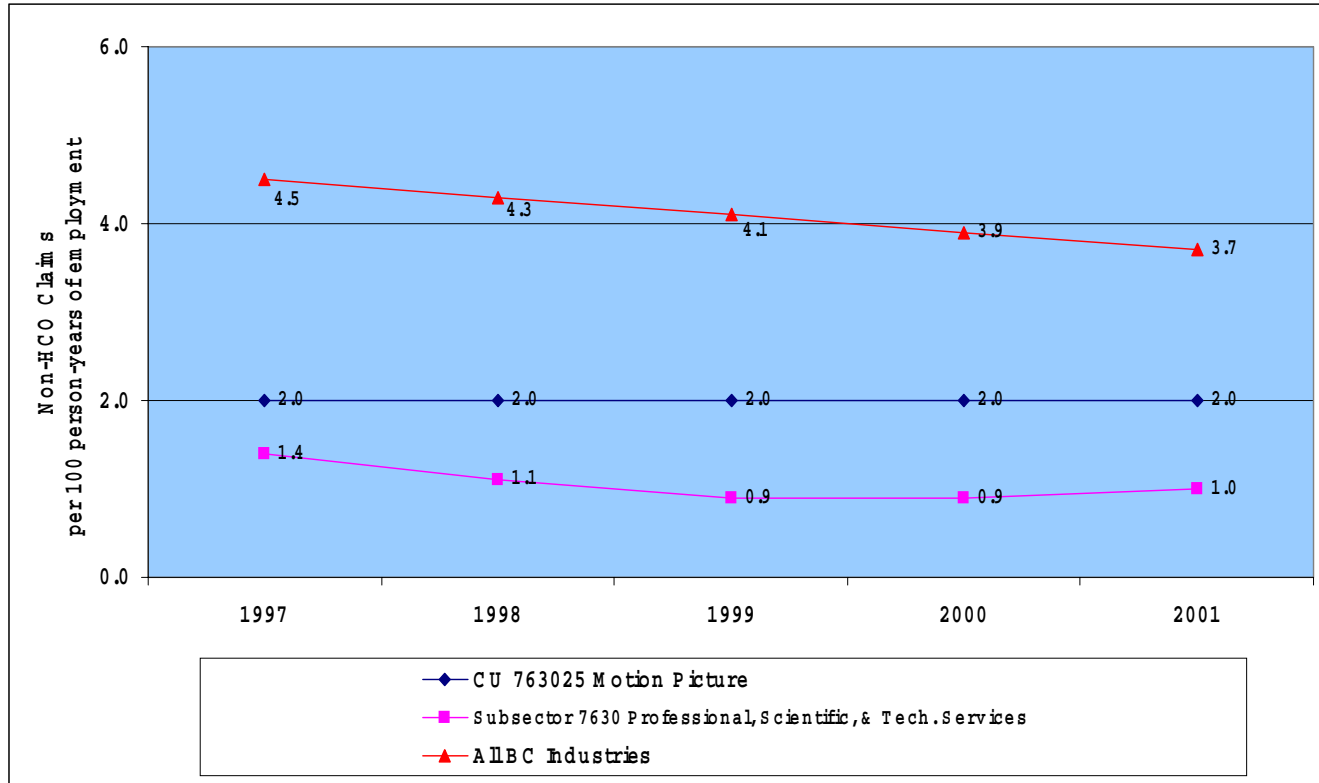
Small Business Portion of Total Industry



Note: "Small Business" refers to employers having less than 20 person years of employment.

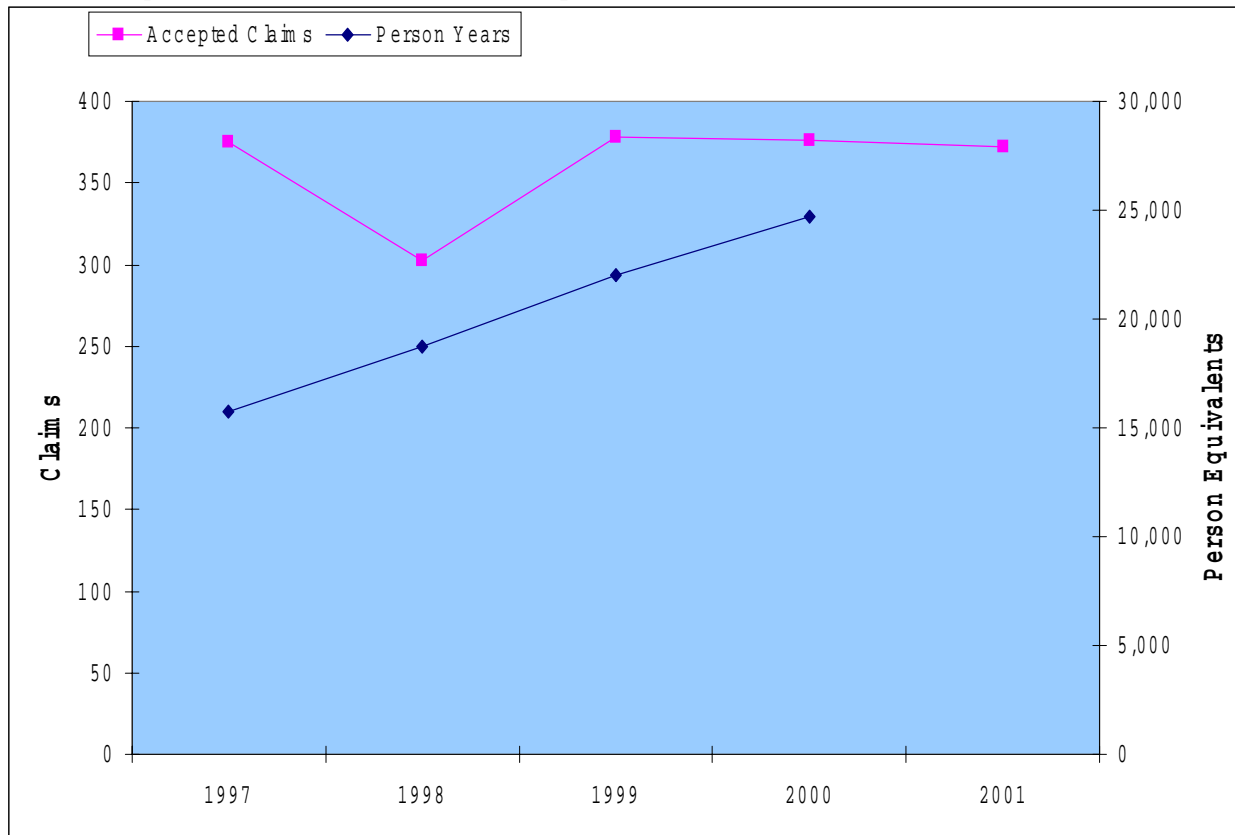


# Motion Picture Industry Injury Rate Comparisons, 1997-2001



# Motion Picture Industry

## Comparison of Trends between Claims Volume and Employment (Person Years) 1997-2001



Note: Person years figures are not yet available for 2001.

# Motion Picture Industry

## Accident and Injury Type Profiles 1997-2001

### Accident Type

#### Accepted Claims

**MSI 33%**  
**Struck by 17%**  
**Fall from elevation 14%**  
**Fall same level 8%**  
**Other voluntary motion 6%**

#### Claims Costs

**MSI 32%**  
**Fall from elevation 16%**  
**Other voluntary motion 16%**  
**Fall same level 7%**  
**Toxic exposure 7%**

#### Days Lost

**MSI 38%**  
**Fall from elevation 16%**  
**Fall same level 12%**  
**Struck by 10%**  
**Other voluntary motion 7%**

### Injury Type

#### Accepted Claims

**Other strains 31%**  
**Back strains 24%**  
**Crush, bruise 11%**  
**Cuts 11%**  
**Dislocation, fracture 9%**

#### Claims Costs

**Dislocations, fracture 25%**  
**Other strains 20%**  
**Back strains 16%**  
**Other disease 12%**  
**Tendonitis related 11%**

#### Days Lost

**Other strains 30%**  
**Dislocation, fracture 25%**  
**Back strains 21%**  
**Tendonitis related 10%**  
**Cuts 4%**

# Motion Picture Industry

## *Other Injury Factors 1997-2001*

### Top Five Body Parts Injured

- Back 25%
- Wrist/fingers 17%
- Ankle/toes 12%
- Knees 8%
- Other 6%

### Top Five Sources of Injury

- Ground, floor, ramp, stairs, etc. 18%
- Bodily motion 15%
- Cart, dolly, hand truck, boxes, etc. 9%
- Walls, doors, tables, etc. 7%
- Knives, tacks, nails, staples, etc. 5%

# Motion Picture Industry

## Age and Gender Breakdown

Age Category	Males	Females	TOTAL
15 - 24 years	6%	1%	7%
25 - 44 years	59%	14%	73%
45 years and older	17%	3%	20%
TOTAL	82%	18%	100%

# Motion Picture Industry

## *Analysis of Claims by Occupation*

Between 1997-2001, the highest number of claims occurred in the following six occupations:

- Carpenters and carpenters' helpers 20%
- Grip, boom grip, prop handler, stagehand, wardrobe attendant, spotlight operator 19%
- Key grip, gaffer, best boy, make-up artist, set decorator, special effects, etc. 14%
- Production assistant, assistant director 7%
- Lighting technician 6%
- Painters 5%
- Actors 4%
- Truck drivers 4%
- Construction helper/labourer 3%
- Assistant camera operator 2%
- Film and video camera operator 2%
- Stuntman/woman 2%

MSIs and struck by an object are the most common types of accidents by carpenters and carpenters' helpers.

MSIs are the most common type of accident by grips, boom grips, prop handlers, stagehands, wardrobe attendants, spotlight operators, etc.

# Motion Picture Industry

## Typical Claimant Profile, 1997-2001

**Occupation:** Carpenters and helpers; grips, prop handlers, stagehands, wardrobe attendants, etc.

**Age:** 25-44 years of age

**Accident type:** MSI

**Injury type:** Other strain or back strain

**Claim Cost:** \$6,539

**Days Lost:** 24

**Employer:** Larger firms

**TYPICAL PROFILE**

# DEFINITIONS

Accepted Claims for CU refers to the '# of STD,LTD & fatal claims' which is the number of short term disability, long term disability, and fatal claims accepted in the year (for all years of injury). It excludes health-care-only claims.

Accepted Fatalities are fatality claims accepted by the WCB for survivor or fatal benefits.

Active Employers refer to the current number of active employers registered with the WCB. Employer identification numbers are aggregated by CU, Subsector, and Sector.

Assessable Payroll for CU refers to the assessable payroll for the CU. It includes all the CU's employers' assessable payrolls.

Assessable Payroll for firm refers to the payroll upon which the Assessment is calculated.

Base Rate refers to base premium rate per \$100 of assessable payroll - see *WCB 2001 Classification and Rate List*, January 1, 2001.

Claim Costs for CU is all cost on claims except health care and rehabilitation cost. It is cost charged in the year for all years of injury. This measure is consistent with the counting methodology used in Accepted Claims.

Classification Unit (CU) is the industry classification unit code. Its description can be found in the *WCB 2001 Classification and Rate List*, January 1, 2001.

Days Lost for CU are days paid in the year for all years of injury. This measure is consistent with the counting methodology used in Accepted Claims.

Days Paid Quantity (also referred to as 'Total Work Days Lost') refers to the total STD days paid in year regardless of year of injury. Code R Rehab days, which are included in the days lost statistic published in the statistical supplement to the annual report, are NOT included in this report. This measure is consistent with the counting methodology used in Non-HCO Claims.

Firm Count refers to the current number of active employers registered with the WCB. Employer identification numbers are aggregated by CU, Subsector, and Sector.

Injury Rate is the number of accepted claims per 100 estimated person-years of employment.



# DEFINITIONS (con't)

Injury Year Duration is also referred to as 'Current Year Duration'. It includes only days lost (i.e., days paid per claim) in the year of injury. For example, the 1998 injury year duration would only include days lost in 1998 respective to its accepted injury claims in 1998. Injury year duration is the most widely-used method of calculating duration for statistical purposes. Calculations of this method can be provided for classification units, subsectors, sectors, occupational type, age, and other work-related variables. A duration statistic calculated for a group of 25 or fewer claims should be regarded as having high statistical variability. It is important to note that 'Injury Year Duration' is not the same as 'Total Claim Duration' which is reported in the *WCB Statistical Annual Report*.

MSI or Musculoskeletal Injury refers to a combination of overexertion and repetitive motion accident types.

Non-HCO Claims for firms refer to the total number of non-health-care-only claims. A Non-HCO claim must have a Short Term Disability (STD), Long Term Disability (LTD) or Fatal benefit in the year of injury or in the following 3 months.

Payroll refers to assessable payroll - the payroll upon which the Assessment is calculated.

Person-Years of employment for an employer are estimated by dividing the employer's payroll by the average wage rate for the industry the employer operates in. The assumption being made is that wage rates are the same for all employers in the industry. The person-year calculation was modified slightly in June 1997, and person-years for 1995 and 1996 are on the modified basis. For some firms there will be a discontinuity between the 1994 and 1995 person-years. For example, a person year is equivalent to one person working fulltime at an occupation for a one-year period.

Sector represents a grouping of subsectors according to industry classification (see *WCB 2001 Classification and Rate List*, January 1, 2001).

Small Business refers to employers having less than 20 person years of employment.

Subsector represents a grouping of CUs according to industry classification (see *WCB 2001 Classification and Rate List*, January 1, 2001).

Total Claim Duration (also referred to as 'Complete Claim Duration') is a measure of the total days lost per claim on disability claims, including days lost in years beyond the year of injury. Total Claim Duration takes into account duration of claims that are active (open) within the year, and therefore reflects days lost for claims that occurred in previous years. For example, year 2000 total claim duration will reflect days lost with respect to injuries from previous years. The WCB Statistical Services Department calculates total claim duration only at a subsector level. That is, it is not calculated for classification units, occupational type, age, and other work-related variables.

# Performing Arts Industry 1997-2001

Prepared by: General Industries, Industry Services, Prevention  
Division  
May 2002

# Performing Arts Industry Statistical Overview 1997-2000

Year	Accepted Claims	Claim Costs	Days Lost	Injury Rate (accepted claims per 100 person years of employment)	Person Years	Injury Year Duration (Average Days Lost per Claim)	Average Costs Per Claim
1997	21	\$171,406	2,724	0.9	2,501	52	\$8,162
1998	32	\$408,668	1,834	1.0	2,992	26	\$12,771
1999	37	\$863,248	1,895	1.3	2,692	34	\$23,331
2000	29	\$129,695	1,673	1.1	2,706	42	\$4,472
2001	23	\$315,391	1,613	1.0	.	41	\$13,713
1997-2001 Total	142	\$1,888,407	9,739	1.1 (average)	2,723 (average)	38 (average)	\$13,299 (average)
% of change 1997-2001	9.5%	84.0%	-40.8%	22.2%	8.2%	-21.2%	68.0%

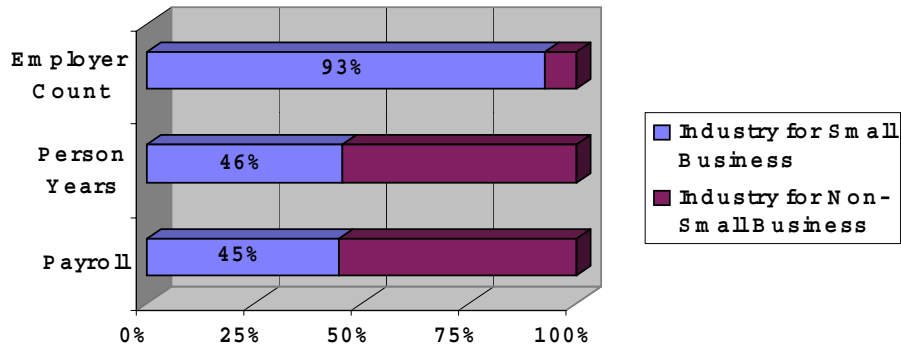
## Notes:

- The Performing Arts Industry refers to WCB Classification Units: 761011, 761025, 761027, and 761030
- The injury rate is an estimate. Person year figures are not yet available for 2001.

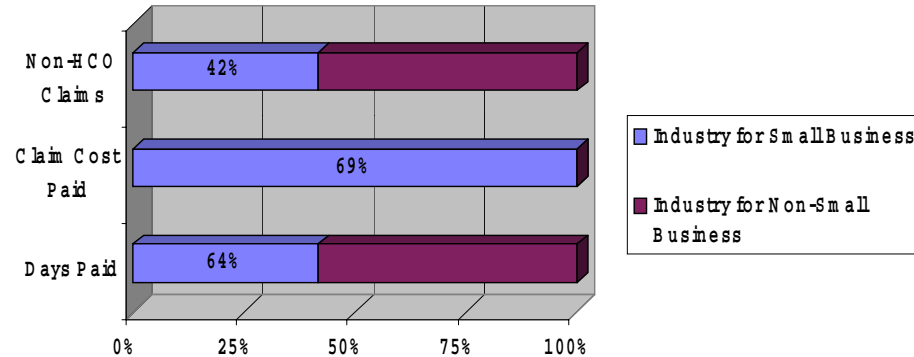
# Performing Arts Industry

## Small Business Overview 1997-2001

Small Business Portion of Total Industry

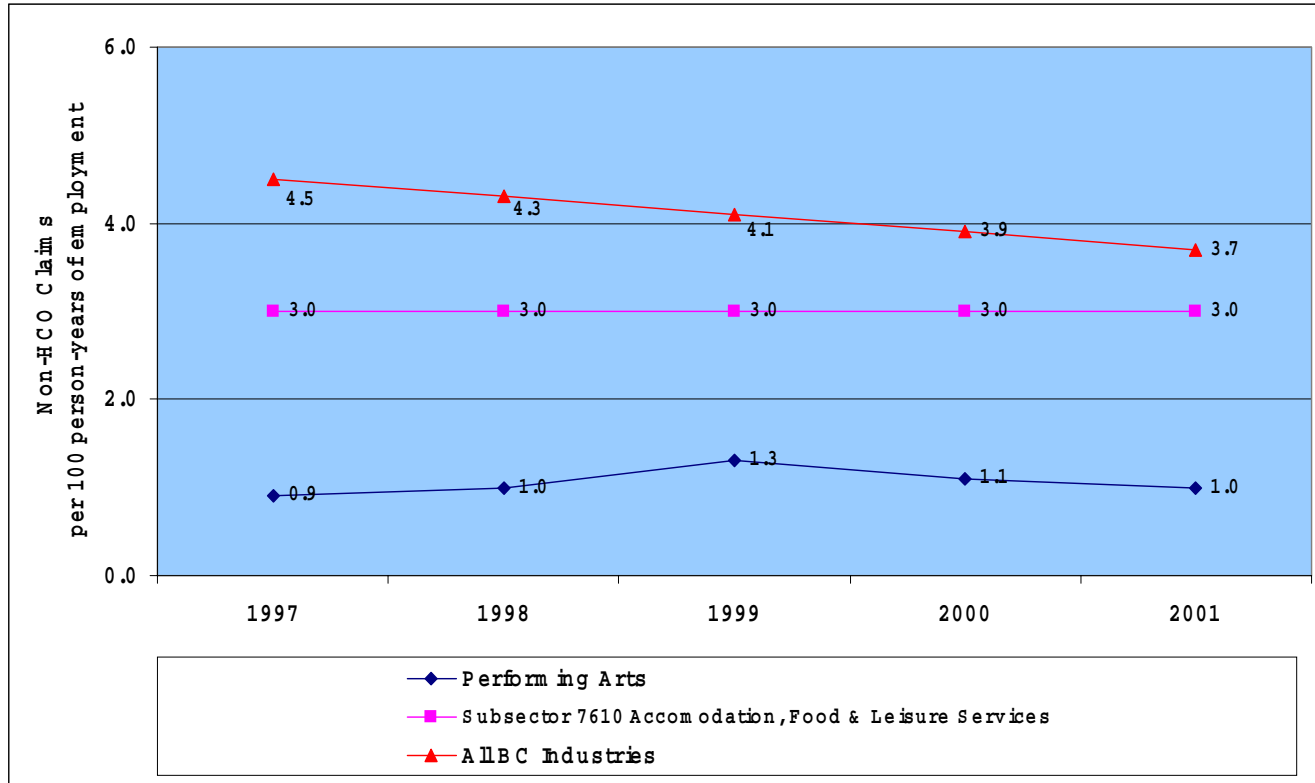


Small Business Portion of Total Industry

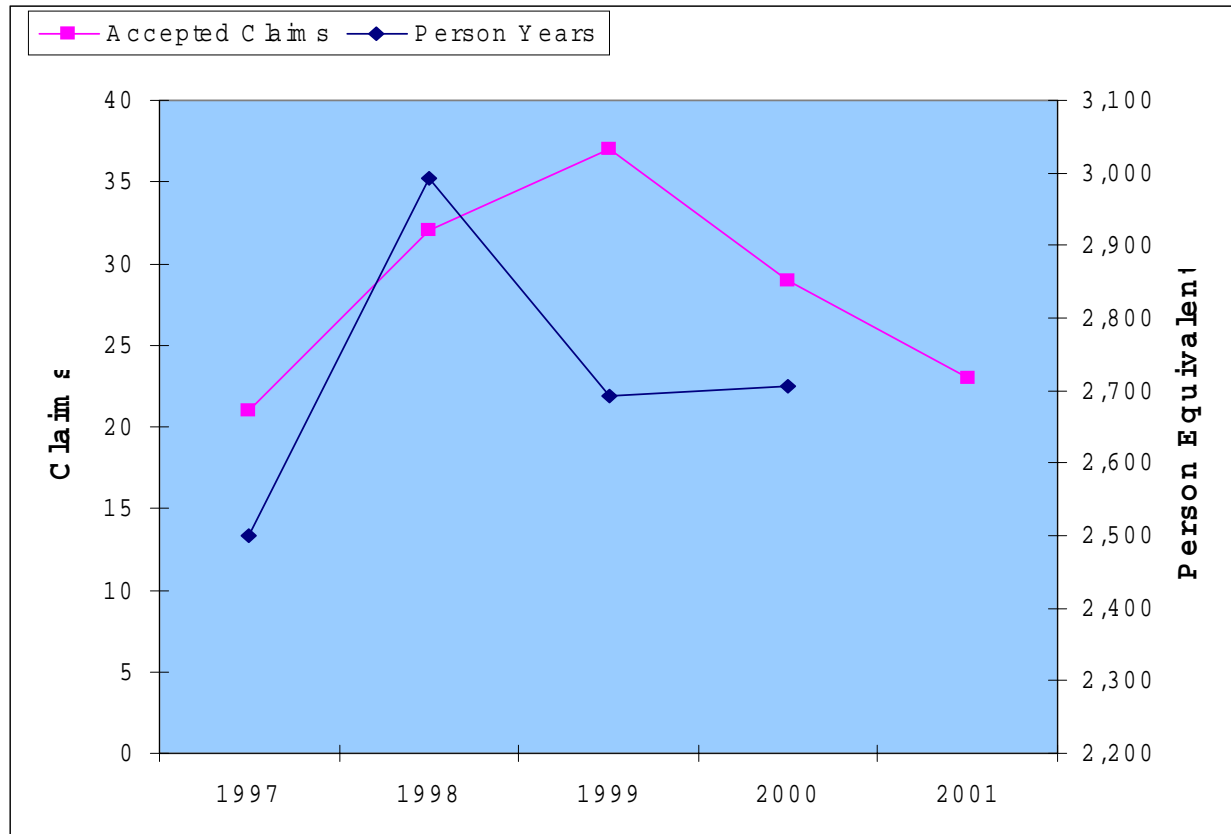


Note: "Small Business" refers to employers having less than 20 person years of employment.

# Performing Arts Industry Injury Rate Comparisons, 1997-2001



# Performing Arts Industry Comparison of Trends between Claims Volume and Employment (Person Years) 1997-2001



# Performing Arts Industry

## Accident and Injury Type Profiles 1997-2001

### Accident Type

#### Accepted Claims

*MSI 21%*  
*Fall from elevation 16%*  
*Struck by 14%*  
*Other voluntary motion 10%*  
*Fall same level 9%*

#### Claims Costs

*Vehicle accident 68%*  
*Caught in 9%*  
*Other voluntary motion 6%*  
*MSI 5%*  
*Struck against 3%*

#### Days Lost

*Vehicle accident 24%*  
*MSI 14%*  
*Fall same level 13%*  
*Struck against 12%*  
*Caught in 8%*

### Injury Type

#### Accepted Claims

*Other strains 31%*  
*Crush, bruise 16%*  
*Dislocation, fracture 16%*  
*Back strains 14%*  
*Cuts 11%*

#### Claims Costs

*Dislocations, fracture 55%*  
*Cuts 26%*  
*Back strains 7%*  
*Other strains 4%*  
*Crush, bruise 4%*

#### Days Lost

*Dislocations, fracture 34%*  
*Other strains 15%*  
*Cuts 15%*  
*Crush, bruise 13%*  
*Back strains 10%*

# Performing Arts Industry *Other Injury Factors 1997-2001*

## Top Five Body Parts Injured

- Wrist, fingers 18%
- Back 17%
- Ankle/toes 16%
- Other 14%
- Knees 8%

## Top Five Sources of Injury

- Bodily motion 23%
- Ground, floor, ramp, stairs, etc. 21%
- Cart, dolly, hand truck, boxes, etc. 9%
- Truck, vehicles 9%
- Walls, doors, tables, etc. 4%



# Performing Arts Industry

## Age and Gender Breakdown

Age Category	Males	Females	TOTAL
15 - 24 years	5%	2%	7%
25 - 44 years	46%	21%	67%
45 years and older	17%	9%	26%
TOTAL	68%	32%	100%

# Performing Arts Industry

## *Analysis of Claims by Occupation*

**Between 1997-2001, the highest number of claims occurred in the following occupations:**

- Grip, boom grip, prop handler, stagehand, wardrobe attendant, spotlight operator 23%
- Actors 14%
- Dancers 11%
- Carpenters 7%
- Musicians, singers 6%
- Audio and video recording technicians 5%
- Construction helper/labourer 2%
- Lighting technician 2%
- Movie usher, theatre attendant, theatre usher 2%
- Attendants in amusement, recreation, sport 2%

MSIs and falls are the most common types of accidents by grips, prop handlers, stagehands, etc. Struck by an object is the most common type of accident by actors.

# Performing Arts Industry: Typical Claimant Profile, 1997-2001

**Occupation: Male Grip**

**Age: 25-44 years of age**

**Accident type: MSI**

**Injury type: Other strains, wrist  
and fingers**

**Claim Cost: \$13,299**

**Days Lost: 38**

**Employer: Large and small firms**

**TYPICAL PROFILE**

# DEFINITIONS

Accepted Claims for CU refers to the '# of STD,LTD & fatal claims' which is the number of short term disability, long term disability, and fatal claims accepted in the year (for all years of injury). It excludes health-care-only claims.

Accepted Fatalities are fatality claims accepted by the WCB for survivor or fatal benefits.

Active Employers refer to the current number of active employers registered with the WCB. Employer identification numbers are aggregated by CU, Subsector, and Sector.

Assessable Payroll for CU refers to the assessable payroll for the CU. It includes all the CU's employers' assessable payrolls.

Assessable Payroll for firm refers to the payroll upon which the Assessment is calculated.

Base Rate refers to base premium rate per \$100 of assessable payroll - see *WCB 2001 Classification and Rate List*, January 1, 2001.

Claim Costs for CU is all cost on claims except health care and rehabilitation cost. It is cost charged in the year for all years of injury. This measure is consistent with the counting methodology used in Accepted Claims.

Classification Unit (CU) is the industry classification unit code. Its description can be found in the *WCB 2001 Classification and Rate List*, January 1, 2001.

Days Lost for CU are days paid in the year for all years of injury. This measure is consistent with the counting methodology used in Accepted Claims.

Days Paid Quantity (also referred to as 'Total Work Days Lost') refers to the total STD days paid in year regardless of year of injury. Code R Rehab days, which are included in the days lost statistic published in the statistical supplement to the annual report, are NOT included in this report. This measure is consistent with the counting methodology used in Non-HCO Claims.

Firm Count refers to the current number of active employers registered with the WCB. Employer identification numbers are aggregated by CU, Subsector, and Sector.

Injury Rate is the number of accepted claims per 100 estimated person-years of employment.

# DEFINITIONS (con't)

Injury Year Duration is also referred to as 'Current Year Duration'. It includes only days lost (i.e., days paid per claim) in the year of injury. For example, the 1998 injury year duration would only include days lost in 1998 respective to its accepted injury claims in 1998. Injury year duration is the most widely-used method of calculating duration for statistical purposes. Calculations of this method can be provided for classification units, subsectors, sectors, occupational type, age, and other work-related variables. A duration statistic calculated for a group of 25 or fewer claims should be regarded as having high statistical variability. It is important to note that 'Injury Year Duration' is not the same as 'Total Claim Duration' which is reported in the *WCB Statistical Annual Report*.

MSI or Musculoskeletal Injury refers to a combination of overexertion and repetitive motion accident types.

Non-HCO Claims for firms refer to the total number of non-health-care-only claims. A Non-HCO claim must have a Short Term Disability (STD), Long Term Disability (LTD) or Fatal benefit in the year of injury or in the following 3 months.

Payroll refers to assessable payroll - the payroll upon which the Assessment is calculated.

Person-Years of employment for an employer are estimated by dividing the employer's payroll by the average wage rate for the industry the employer operates in. The assumption being made is that wage rates are the same for all employers in the industry. The person-year calculation was modified slightly in June 1997, and person-years for 1995 and 1996 are on the modified basis. For some firms there will be a discontinuity between the 1994 and 1995 person-years. For example, a person year is equivalent to one person working fulltime at an occupation for a one-year period.

Sector represents a grouping of subsectors according to industry classification (see *WCB 2001 Classification and Rate List*, January 1, 2001).

Small Business refers to employers having less than 20 person years of employment.

Subsector represents a grouping of CUs according to industry classification (see *WCB 2001 Classification and Rate List*, January 1, 2001).

Total Claim Duration (also referred to as 'Complete Claim Duration') is a measure of the total days lost per claim on disability claims, including days lost in years beyond the year of injury. Total Claim Duration takes into account duration of claims that are active (open) within the year, and therefore reflects days lost for claims that occurred in previous years. For example, year 2000 total claim duration will reflect days lost with respect to injuries from previous years. The WCB Statistical Services Department calculates total claim duration only at a subsector level. That is, it is not calculated for classification units, occupational type, age, and other work-related variables.

# Appendix 'E'

## Audited Financial Statements

SHAPE  
Annual Report  
2001





## **SHAPE, Safety & Health in Arts Production and Entertainment Association**

Financial Statements  
December 31, 2001 and 2000

Together with Auditors' Report



## AUDITORS' REPORT

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To the Members of  
**SHAPE, Safety & Health in Arts Production and Entertainment Association:**

We have audited the balance sheets of **SHAPE, SAFETY & HEALTH IN ARTS PRODUCTION AND ENTERTAINMENT ASSOCIATION** (incorporated under the Society Act of British Columbia) as at December 31, 2001 and 2000 and the statements of revenues and expenditures and changes in net assets and cash flows for the years then ended. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2001 and 2000 and the results of its operations and its cash flows for the years then ended in accordance with Canadian generally accepted accounting principles. As required by the British Columbia Society Act, we report that, in our opinion, these principles have been applied on a consistent basis.

Vancouver, British Columbia  
March 8, 2002.

A handwritten signature in black ink that reads "Arthur Andersen LLP".



# SHAPE, Safety & Health in Arts Production and Entertainment Association

## BALANCE SHEETS

December 31

2001

2000

\$

\$

### ASSETS

#### CURRENT ASSETS

Cash	173,637	101,953
Term deposit (Note 3)	52,092	50,000
GST receivable	9,024	7,721
Prepaid expenses	4,499	4,499

**239,252** 164,173

#### CAPITAL ASSETS (Note 4)

**35,564** 50,370

**274,816** 214,543

### LIABILITIES

#### CURRENT LIABILITY

Accounts payable and accrued liabilities	9,075	24,388
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#### DEFERRED LEASE INDUCEMENT (Note 5)

**11,700** 19,500

**20,775** 43,888

#### COMMITMENTS (Note 6)

#### NET ASSETS

Internally restricted (Note 3)	49,092	47,000
Unrestricted	204,949	123,655

**254,041** 170,655

**274,816** 214,543

Approved by the Directors:

\_\_\_\_\_, Director

\_\_\_\_\_, Director

# SHAPE, Safety & Health in Arts Production and Entertainment Association

## STATEMENTS OF REVENUES AND EXPENDITURES AND CHANGES IN NET ASSETS

For the years ended December 31

	2001	2000
	\$	\$
<b>REVENUES</b>		
Workers' Compensation Board funding	578,000	493,496
Course fees	15,108	15,865
Investment	2,226	973
	<b>595,334</b>	<b>510,334</b>
<b>PROGRAM EXPENDITURES</b>		
Hearing Testing and Conservation Manual	27,615	17,224
Other Initiatives	23,565	4,755
Industry Training		
Occupational First Aid	22,954	24,007
Supervisor	6,826	-
WHMIS Education	4,868	6,147
Safety Awareness Program	2,114	1,804
Out of Town OFA	585	1,104
Newsletters, Guidelines and Other Publications	20,008	29,103
Pyrotechnic Initiative	19,378	2,207
Industry Consulting	19,082	-
Fall Protection Guidelines	17,124	26,568
Standing Committees and Advisory Meetings	12,892	11,849
Performing Arts MSI Resources	12,885	12,307
OH&S for the Arts in Schools	9,622	6,914
Motion Picture Safety Program	2,621	5,170
Theatrical Smokes and Fogs Study	148	17,620
Video Production	-	38,128
	<b>202,287</b>	<b>204,907</b>
<b>ADMINISTRATIVE EXPENDITURES</b>		
Salaries and benefits	157,916	149,454
Office rental	46,008	45,337
Office and miscellaneous	29,438	23,929
Honoraria- Board of Directors	19,305	14,309
Amortization	14,807	16,982
Recruitment	11,269	-
Advertising and promotion	8,623	2,466
Repairs and maintenance	5,914	376
Consultants fees	5,142	4,196
Telephone	4,260	3,821
Professional fees	4,140	5,562
Insurance	2,059	1,854
Interest and bank charges	780	677
Travel	-	454
	<b>309,661</b>	<b>269,417</b>
	<b>511,948</b>	<b>474,324</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>83,386</b>	<b>36,010</b>
NET ASSETS, beginning of year	170,655	134,645
<b>NET ASSETS, end of year</b>	<b>254,041</b>	<b>170,655</b>

The accompanying notes are an integral part of these financial statements.

# SHAPE, Safety & Health in Arts Production and Entertainment Association

## STATEMENTS OF CASH FLOWS

For the years ended December 31

	2001	2000
	\$	\$
<b>OPERATING ACTIVITIES</b>		
Excess of revenues over expenditures	83,386	36,010
Items not requiring an outlay of cash		
Amortization	14,806	16,982
Amortization of deferred lease inducement	<u>(7,800)</u>	<u>(7,800)</u>
	90,392	45,192
Changes in non-cash operating accounts		
GST receivable	(1,303)	(1,879)
Prepaid expenses	-	(131)
Accounts payable and accrued liabilities	<u>(15,313)</u>	<u>19,237</u>
	<u>73,776</u>	<u>62,419</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	-	(878)
Purchase of term deposit	<u>(2,092)</u>	<u>-</u>
	<u>(2,092)</u>	<u>(878)</u>
<b>INCREASE IN CASH</b>	<b>71,684</b>	<b>61,541</b>
CASH, beginning of year	<u>101,953</u>	<u>40,412</u>
<b>CASH, end of year</b>	<b><u>173,637</u></b>	<b><u>101,953</u></b>

Cash flows include the following element:

Interest	258	677
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# SHAPE, Safety & Health in Arts Production and Entertainment Association

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## NOTES TO FINANCIAL STATEMENTS

December 31, 2001 and 2000

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### 1. OPERATIONS

SHAPE, Safety & Health in Arts Production and Entertainment Association (the Association) was incorporated under the Society Act of British Columbia on March 23, 1998. The Association's mandate is to promote health and safety in the motion picture, theatre, music and other performing arts industries.

### 2. SIGNIFICANT ACCOUNTING POLICIES

#### Revenue recognition

Funding received under terms of agreements are recognized as revenue in the year in which the related expenses are incurred.

#### Capital assets

Capital assets are initially recorded at cost. Depreciation and amortization are provided over the estimated useful lives of the assets using the following methods and rates:

Computer equipment	30% declining balance
Office equipment	20% declining balance
Furniture and fixtures	20% declining balance
Leasehold improvements	Straight line over the lease term

#### Financial instruments

The Association's financial instruments consist of GST receivable and accounts payable and accrued liabilities, the fair value of which approximates their carrying value.

#### Use of estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingencies at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

### 3. TERM DEPOSIT

Of this amount, \$49,092 (2000- \$47,000) is restricted and reserved for future program expenditures.

# SHAPE, Safety & Health in Arts Production and Entertainment Association

## NOTES TO FINANCIAL STATEMENTS

December 31, 2001 and 2000

### 4. CAPITAL ASSETS

			2001	2000
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
	\$	\$	\$	\$
Computer equipment	19,936	12,485	7,451	10,644
Office equipment	11,670	5,898	5,772	7,215
Furniture and fixtures	17,097	8,302	8,795	10,994
Leasehold improvements	39,857	26,311	13,546	21,517
	<b>88,560</b>	<b>52,996</b>	<b>35,564</b>	<b>50,370</b>

### 5. DEFERRED LEASE INDUCEMENT

	2001	2000
	\$	\$
Balance, beginning of year	19,500	27,300
Amortization	<u>(7,800)</u>	<u>(7,800)</u>
Balance, end of year	<b>11,700</b>	<b>19,500</b>

Deferred lease inducement consists of the reimbursement of costs incurred by the Association for leasehold improvements. The benefits of the lease inducement are accounted for as a reduction of rent expense over the term of the lease on a straight-line basis.

### 6. COMMITMENTS

The Association has operating lease commitments related to premises and office equipment. The following minimum annual payments are required under the leases:

	\$
Year ending December 31,	
2002	62,508
2003	28,957
2004	4,992
2005	4,992
2006	<u>2,080</u>
	<b>103,529</b>