

	General User*	EHS Global Administrator	EHS System Administrator	EHS Executive	EHS Director	EHS Manager	EHS Operations	EHS Legal	EHS Human Resources	EHS Supervisor
General Permissions										
Generate Incident Reports		✓	✓	✓	✓	✓	✓	✓	✓	✓
Generate Agency Reports		✓	✓	✓	✓	✓				
Edit Metrics Data (Includes Labor Data)		✓	✓			✓	✓		✓	
Generate Metrics Reports (Includes Labor Summary)		✓	✓	✓	✓	✓	✓		✓	
Manage Incident Rate Targets		✓	✓	✓	✓	✓	✓		✓	
Incident, Near Miss, and Hazard ID Permissions										
Report Incident	✓									
View Incident		✓	✓	✓	✓	✓	✓	✓	✓	✓
Edit Incident		✓	✓		✓	✓				
View Sensitive Data		✓	✓	✓	✓	✓		✓	✓	
Delete Incident		✓	✓		✓					

*Every user, regardless of whether an administrator has assigned them a role.

NOTE: Sensitive data refers to all data that relates to a person or corporation that cannot be released to the public. Such data can be protected by laws, regulations, or policies. More specifically, sensitive data includes any employee's gender, date of birth, home address, home phone number, job title, employee ID, hire date, years in present job, and total years experience. This data can be found in the application under the Personal Information and Employment Information sections.