



Using the ESC Data Gateway Frequently Asked Questions

1. What do I need to participate in ESC’s safety data collection program?

Participants require a computer with internet access and a company and individual (data representative) account for the ESC Data Gateway.

2. How do I set up an account in the ESC Data Gateway?

1. Go to the [ESC Data Gateway](#).
2. Scroll down and click on “SIGN IN OR CREATE AN ACCOUNT.”
3. Log in or create an account.
4. Click the “My Account” button in the top right-hand corner. On the left-hand side of the page, select the Data Gateway header and click the appropriate option:

Set up a COMPANY account:

Your company is new to the Safety Data Collection program and has no account.

Select “Company Registration” for the appropriate data collection program you want to participate in (Personal or Process Safety program). Fill in the form and submit.

Set up an INDIVIDUAL* account:

You already have a company account & need to set one up for an individual.

Send an email from your work email address to Safety@EnergySafetyCanada.com. Please note that emails sent from personal email addresses will not be considered for representation.

5. You will receive an email approval within 3 business days.

*ESC requires individuals to be pre-approved by their company before being assigned as a data representative.

3. Can a company assign more than one representative to submit data?

Yes. Please note that each data representative must be pre-approved by their company **before** submitting data. A data representative cannot submit data for more than one company.

4. My company participates in the Personal Safety data collection program and would like to participate in the Process Safety program. Is re-registration required?

Yes. Companies looking to participate in a second data collection program must re-register a representative and a company account, as both data streams function independently.

5. When should I submit data?

Personal Safety data is submitted annually in April and May. Each April, the portal opens for approximately 30 days for participants to submit their company data. Reports are available within two to four weeks after the portal closes. Before submitting data, review the [ESC Health and Safety Performance Metric Guideline](#).

Process Safety data can be entered 24/7 year-round.



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6. How do I upload my company's Personal Safety or Process Safety data into the ESC Data Gateway?

1. Go the [ESC Data Gateway](#).
2. Scroll down and click on "SIGN IN OR CREATE AN ACCOUNT."
3. Click the yellow "SIGN IN" button
4. Log in using your individual account credentials (if you require an individual account, see Question 2).
5. Click on "My Account" in the top right-hand corner, and select "ESC Data Gateway" from the menu on the left-hand side of the page.
6. Select "Data Submission: Personal Safety" or "Data Submission: Process Safety."
7. Fill in the appropriate data fields. The data will auto-save in the window.
8. Click "Submit."

7. What reports are generated?

There are four reports generated for the Personal Safety data program only:

- **Health and Safety Performance Profile:** Describes personal health and safety metrics from the participating company for past years and current year.
- **Health and Safety Benchmark:** Describes the ranking of the personal safety data of the participating company versus that of other peers operating within a designated region for the current year.
- **Safety Performance Indicator:** Summarizes all personal health and safety data anonymously. The data is aggregated and published only after the Health and Safety Performance Profile and Health and Safety Benchmark reports have been published.
- **Opt-In Performance Report:** This report describes the current year's personal health and safety metrics. It is a fully transparent report only available to companies that consent to releasing their names and data.

8. When are the reports available for download?

Reports from personal safety data are available within two to four weeks after the portal closes and remain in the individual company's secure data folder.

Representatives can access and download reports anytime until the next data collection window begins.

To view a report:

1. Go to "My Account" under "ESC Data Gateway" in the lefthand menu.
2. Click on the "Reports" option to see your reports. If this is your first time participating in the Data Gateway program, the "Reports" option will not appear until your first report has been generated.

9. What does "opt-in" mean?

If you select "opt-in" during data submission for Personal Safety Data, you have consented to participate in the Opt-In Performance Report. For more information, please see Question 7.

If you require additional information, please email Safety@EnergySafetyCanada.com.