



accidents don't have to happen

RoSPA  
28 Calthorpe Road  
Birmingham, B15 1RP  
United Kingdom  
T: +44 (0)121 248 2000  
help@rospa.com  
www.rospa.com

Patron: Her Majesty The Queen  
(1952 – 2022)

## What questions will you need to answer to win an Achievement Award?

Below are the main\* RoSPA Awards achievement entry questions. Each question has a limit of 600 words and you can supply eight pieces of evidence, these could include statistics and real-life examples. The more evidence, the higher the award level is likely to be.

1. **How do your directors and senior managers lead health and safety in your organisation?**
2. **How does your organisation ensure that it has access to competent advice and services, including in relation to occupational health?**
3. **How does your organisation engage the workforce and their representatives in health and safety and what have been the benefits?**
4. **How does your organisation ensure that all its employees and contractors are competent to fulfil their roles in health and safety? Describe the approach taken in the selection and monitoring of contractors.**
5. **How does your organisation use risk assessment to identify appropriate control measures for significant hazards to health and safety? How does this inform corporate and operational planning? (Includes mandatory information on managing slips, trips and falls)**
6. **How does your organisation ensure that health and safety information is communicated effectively within and beyond the organisation?**
7. **Describe your organisational approach to active monitoring and measurement of its safety and health performance, and how this continues to evolve.**
8. **How does your organisation ensure that it investigates health and safety problems and implements lessons learnt? How does it manage sickness absence?**
9. **How does your organisation review its health and safety performance periodically to assess progress against targets, set new priorities and then report on them? Describe how the results of reviews inform business planning.**
10. **Reflecting on the planning and delivery of your safety management system during 2023, expand on one significant learning point from the year which stands out more than any other. (Includes optional response on managing employees' safety during non-work time)**

If you can answer these questions about your organisation's health and safety approach then you're on the journey to winning a RoSPA Award. Throughout the process we run a number of FREE webinars for new and existing award entrants, so if you need assistance, why not ask our judges or previous winners how they tackled or would approach certain questions?

*\*Further questions cover areas including your accident and enforcement history.*

