

# Health at Work Award



## Entrants will be required to

- Complete an [Achievement](#) or [Industry Sector Award](#) submission
- Answer Ten Key Performance Questions
  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? *Including additional mandatory theme for Industry Sector entrants (worker fatigue or working at height).*
  6. How does your organisation ensure that health and safety information is communicated effectively within and beyond the organisation?
  7. Describe your organisation's 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 learned? 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 report on them? Describe how the results of reviews inform business planning.
  10. Responding to health and safety challenges presented by the COVID-19 pandemic. *(Includes sub-questions covering your organisation's response).*
- Provide accident, ill health and enforcement data
- Supply cross-referenced evidence to support your entry

**Please note:** This guide provides an overview of the entry criteria for this category. It is not intended for reference when preparing your submission. Registered entrants will receive comprehensive entry guidance notes.

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- Compile a separate Occupational Health Award submission, hyperlinked to supporting evidence. The submission should highlight innovative work in particular and show:
  - Strategic vision for health in the organisation, with targets for achieving this
  - Access to specialist occupational health expertise
  - Organisation of key roles, competence assurance and training – linked to key issues/risks
  - Evidence based, corporate occupational health standards and targets, integrated as part of business plans
  - Identification, assessment, prevention and control of health risks, prioritised and adapted to meet business and individual needs
  - 'Wellness at work' (particularly mental health), attendance management and rehabilitation
  - Communication of occupational health information, externally and internally
  - Active monitoring of health, investigating health problems, implementing lessons learned
  - Reviewing health performance, assessing progress, setting new targets/priorities and reporting on performance
  - Specific activities which distinguish your organisations approach to health and work, in particular any innovation.

## How the entries are judged

A shortlist of the top entries is identified using a scoring matrix based on the published criteria to be covered. These submissions are assessed by a separate sub-panel made up of suitably qualified and experienced professionals appointed by RoSPA.

The selection of the winner is based mainly on quantitative scores, but in determining the most deserving winner for each trophy the judges will also consider a submission's merits from a qualitative perspective.

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