



Workforce Involvement in Safety & Health

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Entrants will be required to

- Complete an [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
- No additional submission is required - a winner will be selected from Industry Sector Award entrants that demonstrate the best workforce involvement.

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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Judging Criteria

Employee involvement at operational level

For example; Induction training, information, communications, tool box talks, point of work risk assessments, 'take 2s', suggestions schemes, PPE trials, incident reporting, behavioural observation programmes, climate surveys.

Health and safety representation

For example; Safety representatives (or representatives of employee health and safety) appointed, trained, supported with facilities and time, carrying out inspections and investigations, representing members' concerns.

Representatives' involvement in H&S management processes

For example:

- Policy development and review
- Planning and implementation
- Risk assessment and review of assessments
- Active monitoring
- Investigation
- Performance review and audit
- Contractor selection and monitoring, awards, 24/7 safety activities etc.

Joint consultation

For example:

- Joint H&S Committees appointed and functioning
- Objectives and programmes of work
- Specific initiatives
- Strategic decision-making
- New technology and future plans
- Actions closed out and on-going.

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