

# Health at Work



## 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, including identifying priorities, setting key performance indicators and targets, monitoring progress and providing clear and effective leadership at all levels?
  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 occupational 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 occupational 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 risks to health and safety and ensure that results are integrated effectively into business processes?
  6. How does your organisation ensure that occupational health and safety information is communicated effectively within and beyond the organisation?
  7. Describe your organisation's approach to active monitoring of its safety and health performance and how this continues to evolve.
  8. How does your organisation ensure that it investigates occupational health and safety problems and implements lessons learned? How does it manage sickness absence?
  9. How does your organisation review its occupational health and safety performance periodically to assess progress against targets, set new priorities and report to internal and external stakeholders? Describe how the results of reviews inform business planning.
  10. Influential leadership – How is your organisation leading on safety in the workplace, in the community, and with young workers? ONE RECENT example should be given for each theme where possible.
- Provide accident, ill health and enforcement data
- Supply cross-referenced evidence to support your entry

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- Compile a separate Health at Work Award submission, hyperlinked to supporting evidence. The submission should highlight innovative work in particular and will ask questions on the following themes:
  - Strategic vision for health in the organisation, with targets for achieving this
  - Use of competent occupational health advice and services
  - Setting standards and targets, integrated as part of business plans
  - Identification, assessment, prevention and control of health risks
  - Health-promoting activities
  - Fitness for work (particularly mental health), attendance management and rehabilitation
  - Communication of occupational health information, externally and internally
  - Needs-based services. Active monitoring of health, investigating health problems, implementing lessons learned
  - Quality improvement and innovation. Reviewing health performance, assessing progress, setting new targets/priorities and reporting on performance
  - Innovation in Occupational Health and Wellbeing during the past 1-2 years

## 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.