

## Category overview:

# Sector Award



### Entrants are required to...

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#### Answer key health and safety management system questions in relation to the scope of your entry.

- How do your directors and senior managers lead health and safety in your organisation?
- How does your organisation ensure that it has access to competent advice and services, including in relation to occupational health?
- How does your organisation engage the workforce and their representatives in health and safety, and what have been the benefits?
- Describe how your organisation ensures that all its employees and contractors are competent to fulfil their roles in health and safety, including the approach taken in the selection and monitoring of contractors.
- 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?
- Describe initiatives or work being carried out in connection with the prevention of falls. *(linked to awarding of the RoSPA Fall Prevention Trophy – entry-cycle 1 only)*
- How does your organisation ensure that health and safety information is communicated effectively within and beyond the organisation?
- Describe your organisation's approach to active monitoring and measurement of its safety and health performance, and how this continues to evolve.
- How does your organisation ensure that it investigates health and safety problems and implements lessons learnt? How does it manage sickness absence?
- 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.
- Reflecting on the planning and delivery of your safety management system during 2024, expand on one significant learning point from the year which stands out more than any other.

#### Provide accident, ill health and enforcement data.

- For your own employees.
- For contractors and subcontractors working on your behalf.
- For incidents involving any members of the public.

#### Plus: optional response for 'Health and Safety beyond the Workplace Trophy' response

- Describe work, initiatives or campaigns being carried out to protect employees' health and safety during their non-work time.

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**Please note:** This category overview should only be used as a reference for considering entering a RoSPA Achievement Award. This list is not exhaustive, and registered entrants receive comprehensive guidance within the online entry system.

### **Additional information assessors will look for includes themes such as:**

- Board and executive actively involved in HSEQ leadership and governance.
- Inclusive culture where employees are actively consulted with and engaged with on the management of safety and health.
- Evidence of good results due to effective health and safety management – including substantial accident-free periods, but also demonstrable maturity and desire to learn from accidents.
- Quantitative evidence of improvement with reference to indicators, such as results from active monitoring of compliance with key control measures, near miss reporting, monitoring of environmental conditions, health surveillance, training achievement; behaviour monitoring etc.
- A fully integrated approach to occupational health and wellbeing – including measures to control health hazards and promote positive mental health.
- Detailed tracking/analysis of days lost due to sickness absence (whether related to work related injury or work-related ill-health).
- Robust procedures for management of contractors and sub-contractors – including selection, control and monitoring.
- The promotion of health and safety externally e.g. via the supply and contracting chain; promoting home and leisure safety of staff and their families and 'good neighbour activities' in the community; sharing information via trade associations and other intermediaries etc.
- A demonstrable quest for continuous improvement, including learning from and benchmarking against other organisations.
- A whole-person approach to the safety and wellbeing of employees, not limited just to the traditional workplace, but also providing skills to stay safe outside of it, in the home and local communities.

### **How entries are assessed**

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Submissions for the Sector Awards are assessed initially by one of a team of RoSPA's assessment team, which is made up of independent health and safety consultants, and experienced senior health and safety professionals.

The primary reference period for the 2025 award season is the full 2024 calendar year.

All submissions are scored, with most weighting being on the answers to the Key Performance Questions and documents provided as supporting evidence. Assessors are instructed not to make assumptions about aspects of performance which are not adequately described and supported by evidence in the submission.

Following the preliminary marking of entries, a cut off mark is used to identify a shortlist of candidates for each Sector Award.

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As the Sector Awards are competitive, success depends on the overall quality of the winning submission relative to other entries, not simply on achieving or exceeding a certain score. It is important to note however that, as the Awards aim to recognise and celebrate excellence, RoSPA reserves the right not to make a Sector Award (or Highly Commended/Commended) if no entry is judged to have demonstrated a sufficiently high standard of performance.

The expert, independent Adjudication Panel works in January and February, when shortlisted entries are examined by additional judges to select the winner and commendations in each sector.

Entries that are not selected as a winner, commended, or highly commended entry in their chosen industry sector will still be considered for an achievement award grade where appropriate.

### **The Sir George Earle Trophy finalist stage – a legacy of excellence**

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Overall Industry Sector winners are then given the opportunity to be considered alongside each other for the highest accolade in the RoSPA Awards, the Sir George Earle Trophy, which is selected from a short-list of the highest-performing Industry Sector Award winners.

Finalists are required to undergo an additional assessment stage, involving a site visit from RoSPA consultants, and delivering a presentation to the judging panel.

The Sir George Earle Trophy selection has a renewed focus on how it's eventual winner can work together with RoSPA to create a legacy of their success. This is now an integral part of the final award selection criteria. Finalists are required to pitch a what this legacy project will look like. The pitch is intended to be a 'SMART' objective that the entrant is prepared to commit to beginning work on during the year which they are holders of the trophy.

The additional finalist stages usually take place during March (calendar dependent).