

SAFETY CULTURE SURVEY: QUESTIONNAIRE

Instructions:

This survey has been developed to assess the attitude towards safety within this organisation and, if necessary, what we can do to improve it. All results will be combined for analysis and no individual results will be kept. Remember – we are not looking for right or wrong answers. We want to know what your thoughts are about the safety culture of this organisation.

Please tick **ONE** box only for each question.

Worker?	<input type="checkbox"/>
Supervisor?	<input type="checkbox"/>

Training and supervision

Question 1:	We all get induction training when we start	<input type="checkbox"/>
	Not everyone gets induction training when they start	<input type="checkbox"/>
	We don't get induction training when we start	<input type="checkbox"/>
Question 2:	We all get trained in safe work procedures* for our jobs	<input type="checkbox"/>
	Some people miss out on safe work procedures* training for their jobs	<input type="checkbox"/>
	We don't get trained in safe work procedures* for our jobs	<input type="checkbox"/>
Question 3:	Our manager/supervisor makes sure we can do the work safely	<input type="checkbox"/>
	Our manager/supervisor sometimes checks we can do the job safely	<input type="checkbox"/>
	No one checks if you can do the job safely	<input type="checkbox"/>
Question 4:	We are always made aware of safety issues	<input type="checkbox"/>
	Mostly someone makes us aware of safety issues	<input type="checkbox"/>
	We are not made aware of safety issues	<input type="checkbox"/>

*A 'safe work procedure' is a list of the steps of a job or activity, the safety risks for these steps and instructions on how to remove or reduce the risks. These are also sometimes called 'safe operating procedures'.

There are other ways to document how you deal with risks in the workplace. You might use a safe work method statement (SWMS) or a job safety analysis (JSA). If appropriate, replace 'safe work procedure' with the method your company uses.

Safe work procedures

Question 5:	Our company has worked out all the jobs/tasks in my area that have safety risks	<input type="checkbox"/>
	Our company has worked out most of the jobs/tasks in my area that have safety risks	<input type="checkbox"/>
	Our company hasn't worked out what jobs/tasks in my area have safety risks	<input type="checkbox"/>
Question 6:	Our company has safe work procedures for all task-based activities in my area that have safety risks	<input type="checkbox"/>
	Our company has safe work procedures for most task-based activities in my area that have safety risks	<input type="checkbox"/>
	Our company doesn't have safe work procedures for any task-based activities in my area that have safety risks	<input type="checkbox"/>
Question 7:	Workers are always involved in reviewing safe work procedures	<input type="checkbox"/>
	Workers are usually involved in reviewing safe work procedures	<input type="checkbox"/>
	Workers aren't involved in reviewing safe work procedures	<input type="checkbox"/>
Question 8:	We always follow safe work procedures	<input type="checkbox"/>
	We have safe work procedures but don't/can't always follow them	<input type="checkbox"/>
	We don't follow/have safe work procedures	<input type="checkbox"/>
Question 9:	Our company reviews and updates our safe work procedures regularly	<input type="checkbox"/>
	Some safe work procedures are not up to date	<input type="checkbox"/>
	Our company doesn't update our safe work procedures	<input type="checkbox"/>
Question 10:	We have enough time to learn our safe work procedures	<input type="checkbox"/>
	Sometimes we get enough time to learn our safe work procedures	<input type="checkbox"/>
	We don't get enough time to learn our safe work procedures	<input type="checkbox"/>
Question 11:	We always do a risk assessment when we start a new process or when a process is changed	<input type="checkbox"/>
	We usually do a risk assessment when we start a new process or when a process is changed	<input type="checkbox"/>
	We don't do risk assessments when we start a new process or when a process is changed	<input type="checkbox"/>

Consultation

Question 12:	Managers communicate with us and listen to us about health and safety	<input type="checkbox"/>
	We have a way of communicating with managers about health and safety but it doesn't work very well	<input type="checkbox"/>
	We haven't got a way of communicating with managers about health and safety	<input type="checkbox"/>
Question 13:	We (or our representatives) are always involved in safety matters*	<input type="checkbox"/>
	We (or our representatives) are sometimes involved in safety matters*	<input type="checkbox"/>
	We (or our representatives) are not involved in safety matters*	<input type="checkbox"/>
Question 14:	Management takes notice of what we say about safety	<input type="checkbox"/>
	Management sometimes takes notice of what we say about safety	<input type="checkbox"/>
	Management doesn't take notice of what we say about safety	<input type="checkbox"/>
Question 15:	We (or our representatives) are involved in putting together procedures	<input type="checkbox"/>
	We (or our representatives) are sometimes involved in putting together procedures	<input type="checkbox"/>
	We (or our representatives) are not involved in putting together procedures	<input type="checkbox"/>
Question 16:	We always get feedback (eg minutes, tool box talks) on what's happening with our safety issues within seven days	<input type="checkbox"/>
	We usually get feedback on what's happening with our safety issues within seven days	<input type="checkbox"/>
	We don't get feedback about what's happening with our safety issues within seven days	<input type="checkbox"/>
Question 17:	We know who our safety committee member (or safety rep) is	<input type="checkbox"/>
	We have a safety committee member (or safety rep) but we're not sure who it is	<input type="checkbox"/>
	We don't have a safety committee (or safety rep) or we don't know who it is	<input type="checkbox"/>

*Safety matters include the following issues:

Risk assessment involves assessing the significance of a hazard in terms of the probability or likelihood of injury, illness or damage that it may cause, and the severity of the consequences that may result if nothing is done about it. It is an evaluation of the health and safety risks involved in using substances or processes in the workplace. Its purpose is to obtain information and make decisions about the appropriate management of a hazard and assists in determining the measures thought necessary to control the risk.

A **hazard report** is the notification of an incident or anything (including work practices or procedures) that has the potential to harm the health or safety of a person or damage plant. A hazard reporting system is used to identify, notify and manage hazards in the workplace.

A **safety audit** is a systematic and periodic inspection of the workplace to evaluate the implementation and effectiveness of the organisation's OHS management system.

Workplace inspections are regular, systematic, physical inspections of the workplace by managers, supervisors, OHS committees and OHS representatives. Inspections make use of observation, checklists and discussion to identify workplace hazards.

Reporting safety

Question 18:	We have safety reporting procedures (for incidents and issues) and we use them	<input type="checkbox"/>
	We have safety reporting procedures, but we don't always use them	<input type="checkbox"/>
	We don't have safety reporting procedures or we don't use them	<input type="checkbox"/>
Question 19:	We always report safety incidents	<input type="checkbox"/>
	We mostly report safety incidents	<input type="checkbox"/>
	We don't report safety incidents	<input type="checkbox"/>
Question 20:	We are always encouraged to report safety incidents	<input type="checkbox"/>
	We are usually encouraged to report safety incidents	<input type="checkbox"/>
	We are never encouraged to report safety incidents	<input type="checkbox"/>
Question 21:	Safety incident reports always get followed up	<input type="checkbox"/>
	Safety incident reports sometimes get followed up	<input type="checkbox"/>
	Safety incident reports don't get followed up	<input type="checkbox"/>
Question 22:	Safe work procedures are reviewed and updated if there is an incident report. We try to find out why an incident happened and how to fix it	<input type="checkbox"/>
	Safe work procedures are sometimes reviewed and updated after an incident report. We usually try to find out why an incident happened and how to fix it	<input type="checkbox"/>
	No one reviews safe work procedures after an incident report to try to find out why an incident happened and how to fix it	<input type="checkbox"/>
Question 23:	Our safety training is reviewed or updated if there is an incident	<input type="checkbox"/>
	Our safety training is sometimes reviewed or updated after an incident	<input type="checkbox"/>
	Our safety training doesn't get reviewed or updated after an incident	<input type="checkbox"/>
Question 24:	If we report a serious problem where someone could get hurt, they put in a solution and fix it straight away	<input type="checkbox"/>
	If we report a serious problem where someone could get hurt, they take action as soon as they can	<input type="checkbox"/>
	If we report a serious problem where someone could get hurt, they don't take action	<input type="checkbox"/>

Management commitment

Question 25:	Managers seem to understand what we and they should do regarding safety	<input type="checkbox"/>
	Managers sometimes seem to understand what we and they should do regarding safety	<input type="checkbox"/>
	Managers don't know what we or they should do regarding safety	<input type="checkbox"/>
Question 26:	If I didn't follow a safety instruction, I'd feel like I was letting the team down	<input type="checkbox"/>
	If I didn't follow a safety instruction, I might get away with it with some managers/supervisors	<input type="checkbox"/>
	No one would really care if I didn't follow a safety instruction	<input type="checkbox"/>
Question 27:	There is enough time put into safety	<input type="checkbox"/>
	Time is put into safety but it's not quite enough	<input type="checkbox"/>
	There is hardly any time put into safety	<input type="checkbox"/>
Question 28:	I feel that there are enough resources/money put into safety	<input type="checkbox"/>
	I feel that resources/money are put into safety but it's not quite enough	<input type="checkbox"/>
	I feel that there aren't enough resources/money put into safety	<input type="checkbox"/>
Question 29:	Safety is a high priority for our company	<input type="checkbox"/>
	Safety is sometimes a high priority for our company	<input type="checkbox"/>
	Safety is not a priority for our company	<input type="checkbox"/>
Question 30:	Management always gets involved in safety issues	<input type="checkbox"/>
	Management sometimes gets involved in safety issues	<input type="checkbox"/>
	Management doesn't get involved in safety issues	<input type="checkbox"/>
Question 31:	Managers/Supervisors mean what they say and do what they say, in safety matters	<input type="checkbox"/>
	Managers/Supervisors sometimes mean what they say and do what they say, in safety matters	<input type="checkbox"/>
	Managers/Supervisors don't mean what they say or do what they say, in safety matters	<input type="checkbox"/>
Question 32:	I feel like my health and safety matters here	<input type="checkbox"/>
	Mostly I feel like my health and safety matters here	<input type="checkbox"/>
	I don't feel like my health and safety matters here	<input type="checkbox"/>

Injury management and return to work

Question 33:	I know who to ask about what to do, if I get injured at work	<input type="checkbox"/>
	I'm not sure who to talk to about injuries at work, but I think someone here could tell me	<input type="checkbox"/>
	We don't have anyone to talk to about injuries at work	<input type="checkbox"/>
Question 34:	We all have to report all injuries straight away	<input type="checkbox"/>
	They only want us to notify serious injuries	<input type="checkbox"/>
	They don't like us to report injuries	<input type="checkbox"/>
Question 35:	Our notice board has a poster about injury management	<input type="checkbox"/>
	I'm not sure if we have information about injury management or not	<input type="checkbox"/>
	There is no information about injury management on display	<input type="checkbox"/>
Question 36:	All injured workers are offered suitable duties and a return to work plan is worked out for them	<input type="checkbox"/>
	Most injured workers are helped to come back to work as soon as possible	<input type="checkbox"/>
	We don't have suitable duties or a return to work program	<input type="checkbox"/>
Question 37:	Our return to work program helps get injured workers back to work whenever possible	<input type="checkbox"/>
	We have a return to work program but sometimes we don't use it or it doesn't work very well	<input type="checkbox"/>
	We don't have a return to work program	<input type="checkbox"/>

Thank you for your time and cooperation.

Disclaimer

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