



The Health and Safety Diagnostic Tool (HSDT)

The Health and Safety diagnostic toolkit has been developed by the construction industry's Leadership and Worker Engagement Forum and it is recommended mainly for small and medium enterprises to help identify their health and safety standards. It is the online diagnostic tool available at Health and Safety Executive (HSE) website. It allows for easy assessment and should be completed by the person responsible for organisation's health and safety. Tool consists of six blocks with questions – Commitment, Worker Engagement, Prioritisation of Health and Safety, Compliance, Measurement, Organisational Learning.

These key areas should be considered to ensure the proper health and safety approach. The tool allows comparing measurements to be taken at different times to check the improvement and it is recommended to use once every six months to track the progress. The summary of the company's performance is based on answers to questions within each block. The assessment gives the view on how well the health and safety culture is developed within the company, at what level it is performing at each block and gives advice how to improve the situation.

To ensure proper health and safety standards in your company, consider the following blocks by HSE

Commitment - the importance you and workers attached to Health and Safety

Health and safety roles and responsibilities are clear to everyone at all levels, from the boardroom to the site. All managers from director to supervisor lead by example (i.e. behave in a healthy and safe manner). Senior managers work hard to show their workforce that they are committed to health and safety. Managers are approachable and act promptly when faced with health and safety concerns.

Managers see the importance of health and welfare standards on site. Senior management, directors, owners show a passion for health and safety and make sure this runs through the organisation.

Worker engagement - the involvement your workers have in H&S decisions

Everyone buys into the idea that health and safety is every worker's responsibility (directors, managers and workers). The workforce is directly involved in developing the risk assessments, method statements and safe systems of work. There is a good mix of formal and informal ways of engaging with the workforce. Workers suggest ways to improve the way health and safety is managed on site. All workers, including agency and temporary workers, know how they can raise safety concerns and make suggestions. Consultation is a two-way process. Managers work hard to identify gaps in knowledge and training need for their workers.

Prioritisation of Health and Safety - the attention given to Health and Safety

Everyone prioritise the health and safety over the production in spite of recession. Workers know that they can stop work if they feel that a work

situation is unsafe and will always be supported by management in doing this. The organisation has a history of maintaining high standards through the life of a project even if deadlines overrun and projects are late. Controlling health risks at source (avoiding or protecting against exposure) is a priority- not just caring for worker's well-being after exposure. Supervisors know how important it is not to cut corners where health and safety is concerned, even on lower risk tasks.

Compliance - how the company is complying with its Health and Safety responsibilities

When planning work senior managers try to eliminate the risk if possible. If this is not possible they find a safer way of working or put preventive measures in place to control the risk. PPE is only relied on as a last resort. Senior managers/directors always seek to go beyond mere compliance and adopt the highest standards that they can. Senior managers/directors clearly communicate to all levels of the workforce what is expected of them when it comes to health and safety. Senior managers/directors devote as much effort to controlling health risks as they do safety risks. Senior managers/directors recognise that all workers can make mistakes and plan work so that conditions on site reduce the chance that they will happen.

Measurement- the way Health and Safety is measured

Senior managers/directors measure health and safety performance using a mix of leading and lagging measures (leading- measuring the attitudes

! SITE SAFETY STARTS HERE

ALL PERSONNEL MUST COMPLY WITH THE HEALTH AND SAFETY PLAN FOR THE CONSTRUCTIONS PHASE WHICH IS AVAILABLE FOR INSPECTION IN THE SITE OFFICE, FAILURE TO COMPLY WITH THE PLANS WILL RESULT IN BEING PROHIBITED FROM SITE

SAFETY STARTS WITH YOU, ACCIDENTS ARE AVOIDABLE. SAFETY FIRST !

! HEAVY PLANT AND MACHINERY OPERATE ON THIS SITE

UNSUPERVISED REVERSING IN AND OUT OF SITE IS STRICTLY FORBIDDEN

NO SAFE PASS NO ENTRY ALL VISITOR MUST REPORT TO SITE OFFICE

VECHILE MUST NOT ENTER TO THE SITE WITHOUT THE AUTHORITY

SPEED AND PARKING RESTRICTIONS MUST BE OBSERVED

NO SMOKING, NO OPEN FLAME IN THIS SITE

HARD HATS MUST BE WORN

SAFETY GOGGLES MUST BE WORN

HIGH VISIBILITY JACKETS MUST BE WORN

HAND PROTECTION MUST BE WORN

PROTECTIVE FOOTWEAR MUST BE WORN

REPORT ALL INJURIES TO HEAD SITE SOON

DANGER RESTRICTED AREA KEEP OUT

FIRST AID AVAILABLE AT SITE OFFICE

NO BASIC PPE, NO JOB !

A random example of Health and Safety diagnostic tool outcomes

Health and Safety Diagnostic

This is how your organisation is doing

This is what you need to do

Key

- Starting blocks: Unless I get caught, I'm not worried
- Getting going: I'll worry about it when it happens
- Walking: I do it because I have to
- Running: I do it because I want to
- Sprinting: I do it without thinking

print email

of the workforce, checking they are motivated to comply; lagging- monitoring cases of accidents, incidents and ill-health). They encourage all workers to report situations where accidents are narrowly avoided (near misses) and they measure the extent and quality of worker engagement and set realistic targets for improvement. They also

set performance targets for site health and safety inspections.

Organisational Learning - Learning from experience

Senior managers/directors are aware of how well their peers perform and take opportunities to learn from the best. They ensure that near miss reports and worker engagement feedback are analysed to improve site health and safety performance. Moreover they want to keep learning and improving and take on board ideas from other industry sectors. Senior managers/directors thoroughly investigate incidents, accidents and/or ill-health cases to find out the root cause. They strive to develop a no-blame culture (i.e. workers are not always blamed for things that go wrong), recognising that their decisions could be the cause. All lessons learned are communicated to the whole workforce. This includes accidents, incidents and ill-health cases, learning from other companies, post projects reviews, etc.

Health and Safety Diagnostic tool is available at www.hse.gov.uk

18

19