

Safety and Health Program 58 Attributes Assessment Worksheet

Employer _____ Visit Date _____

Site Location _____

Consultant _____ Contact Person _____

Consultation Report # _____ SIC _____ Total Employees _____ Interviewed _____

Rating Legend:

0 = No	NA = Not Applicable
1 = No, Needs major improvement	NE = Not Evaluated
2 = Yes, Needs minor improvement	
3 = Yes	

I. Hazard Anticipation and Detection

- A comprehensive, baseline hazard survey has been conducted within the past five (5) years.

Comments: _____ Rating: _____

- Effective safety and health self-inspections are performed regularly.

Comments: _____ Rating: _____

- Effective surveillance of established hazard controls is conducted.

Comments: _____ Rating: _____

- An effective hazard reporting system exists.

Comments: _____ Rating: _____

- Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs.

Comments: _____ Rating: _____

- Accidents are investigated for root causes.

Comments: _____ Rating: _____

7. Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace.

Comments: _____ Rating: _____

8. Effective job hazard analysis is performed.

Comments: _____ Rating: _____

9. Expert hazard analysis is performed.

Comments: _____ Rating: _____

10. Incidents are investigated for root causes.

Comments: _____ Rating: _____

II. Hazard Prevention and Control

11. Feasible engineering controls are in place.

Comments: _____ Rating: _____

12. Effective safety and health rules and work practices are in place.

Comments: _____ Rating: _____

13. Applicable OSHA-mandated programs are effectively in place.

Comments: _____ Rating: _____

14. Personal protective equipment is effectively used.

Comments: _____ Rating: _____

15. Housekeeping is properly maintained.

Comments: _____ Rating: _____

16. The organization is properly prepared for emergency situations.

Comments: _____ Rating: _____

17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site.

Comments: _____ Rating: _____

18. Effective preventive maintenance is performed.

Comments: _____ Rating: _____

19. An effective procedure for tracking hazard correction is in place.

Comments: _____ Rating: _____

III. Planning and Evaluation

20. Workplace injury/illness data are effectively analyzed.

Comments: _____ Rating: _____

21. Hazard incidence data are effectively analyzed.

Comments: _____ Rating: _____

22. A safety and health goal and supporting objectives exist.

Comments: _____ Rating: _____

23. An action plan designed to accomplish the organizations safety and health objectives are in place.

Comments: _____ Rating: _____

24. A review of in-place OSHA-mandated programs is conducted at least annually.

Comments: _____ Rating: _____

25. A review of the overall safety and health management system is conducted at least annually.

Comments: _____ Rating: _____

IV. Administration and Supervision

26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination.

Comments: _____ Rating: _____

27. Each assignment of safety and health responsibility is clearly communicated.

Comments: _____ Rating: _____

28. An accountability mechanism is included with each assignment of safety and health responsibility.

Comments: _____ Rating: _____

29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties.

Comments: _____ Rating: _____

30. Individuals with assigned safety and health responsibilities have the authority to perform their duties.

Comments: _____ Rating: _____

31. Individuals with assigned safety and health responsibilities have the resources to perform their duties.

Comments: _____ Rating: _____

32. Organizational policies promote the performance of safety and health responsibilities.

Comments: _____ Rating: _____

33. Organizational policies result in correction of non- performance of safety and health responsibilities.

Comments: _____ Rating: _____

V. Safety and Health Training

34. Employees receive appropriate safety and health training.

Comments:

Rating: _____

35. New employee orientation includes applicable safety and health information.

Comments:

Rating: _____

36. Supervisors receive appropriate safety and health training.

Comments:

Rating: _____

37. Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities.

Comments:

Rating: _____

38. Safety and health training is provided to managers.

Comments:

Rating: _____

39. Relevant safety and health aspects are integrated into management training.

Comments:

Rating: _____

VI. Management Leadership

40. Top management policy establishes clear priority for safety and health.

Comments:

Rating: _____

41. Top management considers safety and health to be a line rather than a staff function.

Comments:

Rating: _____

42. Top management provides competent safety and health staff support to line managers and supervisors.

Comments:

Rating: _____

43. Managers personally follow safety and health rules.

Comments: _____

Rating: _____

44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively.

Comments: _____

Rating: _____

45. Managers allocate the resources needed to properly support the organizations safety and health system.

Comments: _____

Rating: _____

46. Managers assure that appropriate safety and health training is provided.

Comments: _____

Rating: _____

47. Managers support fair and effective policies that promote safety and health performance.

Comments: _____

Rating: _____

48. Top management is involved in the planning and evaluation of safety and health performance.

Comments: _____

Rating: _____

49. Top management values employee involvement and participation in safety and health issues.

Comments: _____

Rating: _____

VII. Employee Participation

50. There is an effective process to involve employees in safety and health issues.

Comments: _____

Rating: _____

51. Employees are involved in organizational decision making in regard to safety and health policy.

Comments: _____

Rating: _____

52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources.

Comments:

Rating: _____

53. Employees are involved in organizational decision making in regard to safety and health training.

Comments:

Rating: _____

54. Employees participate in hazard detection activities.

Comments:

Rating: _____

55. Employees participate in hazard prevention and control activities.

Comments:

Rating: _____

56. Employees participate in the safety and health training of co-workers.

Comments:

Rating: _____

57. Employees participate in safety and health planning activities.

Comments:

Rating: _____

58. Employees participate in the evaluation of safety and health performance.

Comments:

Rating: _____
