

Employer's Health and Safety Program Report Card

Goal: Participants will read the report card and rate the employer's health and safety program based on their experience. Participants will identify areas of strength and an area they want to see improved.

- 1) In pairs ask participants to introduce themselves and state their top workplace hazard. Have participants introduce their partner and their hazard.
- 2) Review the Report Card on the Employer Checklist (in participant folders). Have participants take five minutes to complete the report card and note specific examples they can share with the group.
- 3) Lead a report back of their grades of the employer's program. Ask participants to explain why they gave those grades.
- 4) Are there health and safety strengths at your workplace? How did this come about?
- 5) Look at what you've reported. Which element of a program do you want to implement? What support do you need to bring this about?

Report Card for the Employer's Health & Safety Program

Employer's Name: _____

Manager's Name: _____

Workers Representative's Name: _____

Health and Safety Program Area	A	B	C	D	F
1. Employee Participation: Workers are equal partners in planning for and implementing their own protection.					
2. Survey and Hazard Analysis: A proactive program includes the comprehensive survey and analyzes of job hazards and changes in conditions.					
3. Data analysis: An effective program will analyze injury and illness records for sources, locations and jobs that result in higher numbers of injuries.					
4. Management Leadership: Visible management leadership provides the motivating force for an effective program.					
5. Implementation: Tools provided by management that include: budget, assigned responsibility, adequate expertise and authority and accountability.					
6. Safety and Health Training: Interactive training should cover the responsibilities of all employees including performance requirements and job practices.					
7. Hazard Control and Maintenance: Workforce exposure to all current and potential hazards should be prevented or controlled by using engineering controls wherever feasible and appropriate, work practices and administrative controls, and personal protective equipment.					
8. Inspection: Regular site inspections identify new or previously missed hazards and failures in hazard controls.					
9. Hazard Reporting: Worker should be able to notify management of conditions that appear hazardous and receive timely responses without fear of reprisal.					
10. Accident Investigation: Accidents and near misses are investigated to identify causes and means of prevention.					
11. Medical Program: A medical program provides medical evaluation of workers by a licensed health care professional.					
12. Emergency Response: A plan, drills and equipment should be in place.					
13. Contractor Safety: Management should ensure the safety of all.					

Based on OSHA's Program Evaluation Guide: Directive CPL 2-0.119/11-25-97