

## Working Environment Questionnaire (For use on site)

Return your questionnaire in the envelope provided to \_\_\_\_\_ who will analyse the results.

Everyone is entitled to good working conditions and should respect the arrangements put into place to protect others. This questionnaire asks you about the environment where you are working. Please complete it to the best of your knowledge. Use the scoring system to rate answers.

You can add comments in the boxes provided under each section as well as against each question. It should take you about 10-15 minutes to complete.

The checklist is anonymous unless you want to put your name to it.

Site / Project:

Date:

### Key to the scoring system – circle a number in the score column

RATINGS		YES / NO		TRUE / FALSE	
5	Excellent	5	Yes	5	True
4	Good	4		4	
3	Satisfactory	3		3	
2	Poor	2		2	
1	Unacceptable	1		1	
0	Nothing in place	0	No	0	False

A Accommodation facilities	Circle your score	Comments
A1 Do you have easy access to Male and Female changing rooms?	Yes 5 4 3 2 1 0 No	
A2 How do you rate the cleanliness of the changing rooms?	<i>Rating</i> 5 4 3 2 1 0	
A3 Do you have a locker or similar to store clothing and personal possessions?	Yes 5 4 3 2 1 0 No	
A4 Are there Male and Female toilets on site?	Yes 5 4 3 2 1 0 No	
A5 How do you rate the cleanliness of the toilets?	<i>Rating</i> 5 4 3 2 1 0	
A6 Is there hot and cold running water for washing?	Yes 5 4 3 2 1 0 No	
A7 Is the correct soap (and barrier cream) provided?	Yes 5 4 3 2 1 0 No	
A8 Are towels, hand dryers or similar provided, always clean and stocked?	Yes 5 4 3 2 1 0 No	
A9 Is drinking water, tea and coffee provided free of charge?	Yes 5 4 3 2 1 0 No	
A10 Is there a separate area to sit down and have tea or lunch breaks?	Yes 5 4 3 2 1 0 No	
A11 Is the eating area clean, dry and warm?	Yes 5 4 3 2 1 0 No	
A12 Is there a site canteen, sandwich van or similar where you can easily get food and drinks that are not supplied?	Yes 5 4 3 2 1 0 No	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 12)</i>		

B Safety		Circle your score	Comments
B1	Are pedestrian routes clearly separated from traffic routes and signposted?	Yes 5 4 3 2 1 0 No	
B2	Is a banksman provided for all reversing vehicles?	Yes 5 4 3 2 1 0 No	
B3	To your knowledge is the site/plant properly inspected, examined and maintained to secure safety?	Yes 5 4 3 2 1 0 No	
B4	To your knowledge are the people you work with trained/certified/experienced to enable them to work safely?	Yes 5 4 3 2 1 0 No	
B5	Are traffic routes for delivery drivers and other vehicles clearly marked and signposted?	Yes 5 4 3 2 1 0 No	
B6	Have you been provided with a hardhat, high visibility jackets, safety footwear, gloves, ear protection and eye protection?	Yes 5 4 3 2 1 0 No	
B7	When on site, do you use the hardhat provided? If not say why.	Yes 5 4 3 2 1 0 No	
B8	Do you use eye protectors where there is a risk of eye injury? If not say why.	Yes 5 4 3 2 1 0 No	
B9	Do you keep you workplace tidy? If not please say why.	Yes 5 4 3 2 1 0 No	
B10	Do you have safe access on to the site and then to the place where you work?	Yes 5 4 3 2 1 0 No	
B11	If you have to work at height, is the workplace provided with harness, guardrails and toe boards?	Yes 5 4 3 2 1 0 No	
B12	Have you received a risk assessment for your current work activities?	Yes 5 4 3 2 1 0 No	
<i>Total score for this section</i>			
<i>Average score for this section (divide total score by 12)</i>			

C Health		Circle your score	Comments
C1	Have you got regular access to competent advice on occupational health issues, e.g. trained management/supervisors?	Yes 5 4 3 2 1 0 No	
C2	Are gloves provided free of charge for handling materials where there is a risk of skin damage?	Yes 5 4 3 2 1 0 No	
C3	I ALWAYS use the gloves that are provided? If not say why.	True 5 4 3 2 1 0 False	
C4	I have been trained to carry loads correctly.	True 5 4 3 2 1 0 False	
C5	Are the loads you carry always light enough to lift and carry easily? If not say why.	Yes 5 4 3 2 1 0 No	
C6	Is it quiet in your work area?	<i>Rating</i> 5 4 3 2 1 0	
C7	Do you use ear protection where there is risk of ear/hearing damage? If not say why.	Yes 5 4 3 2 1 0 No	
C8	Are there hearing protection zones on site where there is risk?	Yes 5 4 3 2 1 0 No	
C9	If you are using hand held plant that vibrates have you been told about 'vibration white finger'?	Yes 5 4 3 2 1 0 No	

C Health (cont.)	Circle your score	Comments
C10 Are you always able to concentrate?	Yes 5 4 3 2 1 0 No	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 10)</i>		

D Training information and consultation	Circle your score	Comments
<b>D1 My site induction/training addressed ALL relevant health issues.</b> <ul style="list-style-type: none"> <li>● Vibration white finger</li> <li>● Manual Handling</li> <li>● Substances that are hazardous</li> <li>● Facilities and arrangements to manage your health at work</li> <li>● Asbestos</li> <li>● Noise, dust and other pollutants.</li> </ul>	<b>Rating</b> 5 4 3 2 1 0	
<b>D2 I am registered with CSCS or working towards it or an equivalent qualification.</b> The Construction Skills Certification Scheme (CSCS) aims to register every competent construction person within the UK not currently on a skills registration scheme. It provides employers with evidence that the person has undergone health and safety awareness training or testing.	True 5 4 3 2 1 0 False	
<b>D3 I know the evacuation arrangements if there is a fire, gas leak, or similar emergency.</b>	True 5 4 3 2 1 0 False	
<b>D4 I know the procedures to follow if an accident or incident occurs.</b>	True 5 4 3 2 1 0 False	
<b>D5 I know who the first aiders are.</b>	True 5 4 3 2 1 0 False	
<b>D6 I know where the first aid facilities are kept.</b>	True 5 4 3 2 1 0 False	
<b>D7 I know who is responsible for health and safety at my workplace.</b>	True 5 4 3 2 1 0 False	
<b>D8 I am adequately trained for the jobs I do everyday.</b> Score ranges from 0 for not trained at all to 5 for fully trained.	<b>Rating</b> 5 4 3 2 1 0	
<b>D9 I get specific training for every task that I am unfamiliar with.</b> This includes identifying the risks and Health & safety matters associated with the task.	<b>Rating</b> 5 4 3 2 1 0	
<b>D10 I know who the trade union or employee safety representative is.</b>	True 5 4 3 2 1 0 False	
<i>Total score for this section</i>		
<i>Average score for this section (divide total score by 10)</i>		

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E Health & safety attitude		Circle your score	Comments
E1	There are good communications here about health & safety issues.	<i>Rating</i> 5 4 3 2 1 0	
E2	There are good arrangements for making my views known to the site management.	<i>Rating</i> 5 4 3 2 1 0	
E3	I am always informed of the outcomes of meetings that address health & safety.	True 5 4 3 2 1 0 False	
E4	There are advantages for me keeping strictly to the health and safety procedures/instructions/rules.	<i>Rating</i> 5 4 3 2 1 0	
E5	It is important for me to work safely if I am to keep the respect of others in my team.	True 5 4 3 2 1 0 False	
E6	People here always work safely even if they are not being supervised.	True 5 4 3 2 1 0 False	
E7	People can always easily get the equipment needed to work safely.	True 5 4 3 2 1 0 False	
E8	It is never necessary to take risks to get the job done.	True 5 4 3 2 1 0 False	
E9	Near misses are always reported.	True 5 4 3 2 1 0 False	
E10	The company shows interest in my views on health and safety.	<i>Rating</i> 5 4 3 2 1 0	
E11	I am involved when health and safety rules and procedures are reviewed or developed.	True 5 4 3 2 1 0 False	
E12	The health and safety briefings here are useful and informative.	<i>Rating</i> 5 4 3 2 1 0	
E13	I am clear about what my responsibilities are for health and safety.	True 5 4 3 2 1 0 False	
E14	Health and safety procedures/instructions/rules are always practical.	<i>Rating</i> 5 4 3 2 1 0	
E15	Jobs here are never difficult to do safely.	True 5 4 3 2 1 0 False	
<i>Total score for this section</i>			
<i>Average score for this section (divide total score by 15)</i>			

Information for respect for people key performance measures		Comments
How many hours do you work per week on average?	hours	
When you travel to work each day how many minutes does it take?	minutes	
Does this travelling time make a difference to where you choose to work?	Yes / No	