

Workplace Safety and Health Awards 2021 X Factor Checklist



12 January 2021

Jayson Quek
WSH Council

WSH Awards X Factor Checklist

- No change from 2020
- X Factor continues to be part of the criteria
- Increased emphasis on Total WSH
- Applicant needs to achieve 80% of Q1 in order to be eligible
- Maximises employees participation and involvement in the application process

WSH Awards X Factor Checklist

- 8 questions covering various topics
- 105 marks

Total WSH
Approach

RM 2.0:
Upstream Risk
Controls

Off-the-job
Safety

Incident
Statistics

Near Misses

Benchmarking
WSH
Performance

WSH in
Corporate
Social
Responsibility

Closing the Gap

WSH Awards X Factor Checklist

Q1 Holistic Approach towards Total WSH Management: How well does a company manage both the overall wellbeing (including safety and health concerns) of employees?

- Company has a holistic and integrated approach towards WSH management that integrates overall wellbeing, workplace safety and health issues (worklife balance, ergonomics, medical conditions, health and psychosocial hazards) (scores 4)
- A multidisciplinary team is in place to manage safety, health and wellbeing holistically. This team reports to the senior management (scores 4)
- Personal and pre-existing health conditions, health risk factors, work environment and processes are factored into hazard identification and risk assessments (scores 4)

WSH Awards X Factor Checklist

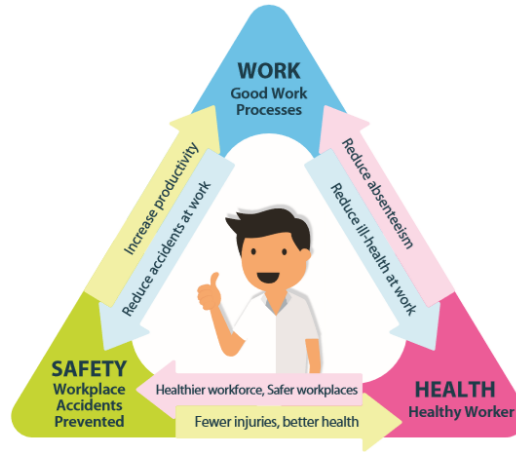
Q1 (continue)

- Data and performance indicators collected include safety-related, health-related (e.g. health screening, statutory medical examination data, access to Total WSH services) and wellbeing-related (e.g. staff satisfaction / climate survey) data. Data are analysed together. (scores 6)
- Company allocates dedicated resources to the management of safety, health and wellbeing (scores 2)
- Company has clear safety and health requirements in its procurement of product and services from vendors, suppliers, and/or contractors and the outcome is factored into the decision. (e.g. at least bizSAFE Level 3, OHSAS 18001 or equivalent and implemented at least 6 months ago.) (scores 2)

For WSH Awards 2022, the questions will be revised (from ‘system’ towards more ‘outcome driven’)



Total Workplace Safety and Health



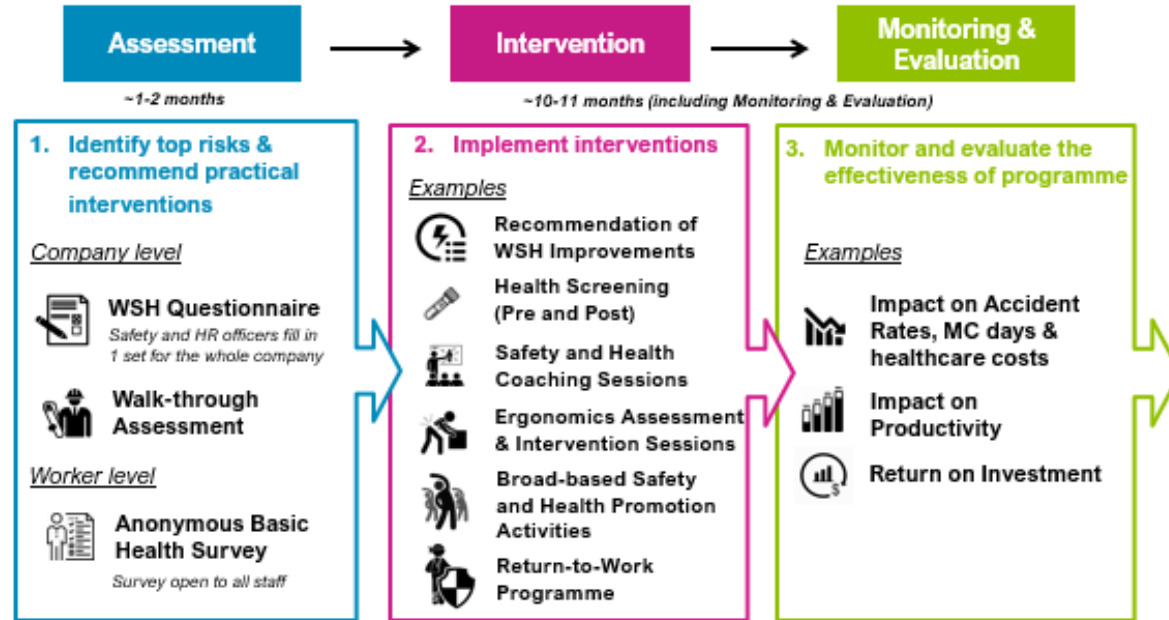
Work, Safety and Health are inter-related. Look at work, safety and health together to achieve workers' well-being.

A-I-ME Process [Assessment, Intervention and Monitoring & Evaluation] can be used to Implement Total WSH



Assistance Programme to guide companies through

A-I-ME Process



 Visit <https://www.tal.sg/wshc/Programmes/Total-Workplace-Safety-and-Health>

 Email totalwsh@wshc.sg

WSH Awards X Factor Checklist

Q2 Enhanced Risk Management: Upstream risk controls

- Company employed the use of the hierarchy of controls in all work processes (scores 8)

WSH Awards X Factor Checklist

Q3 Off-the-job Safety: Which of the following practices exists in the company to enhance safety leadership amongst the employees?

- Company maintains a reporting system for off-the-job incident outside the normal working hours of the employees (scores 3)
- Company organises off-the-job safety promotion that emphasizes employees taking safety leadership for off-the-job safety (scores 2)
- Company enforces a check of workers' health conditions before starting work (scores 5)

WSH Awards X Factor Checklist

Q4 Incident Statistics: How does the company monitor the undesired events or losses so that there is a wider database for lessons learnt and continual improvement?

- Company includes non-injury types of incidents or events in its incident statistics (scores 5)
- Company requires reporting of property and equipment damage above a specific cost base (scores 3)
- Company requires reporting of process losses, downtime, unplanned shutdown above a specific parameter (scores 2)

WSH Awards X Factor Checklist

Q5 Near Miss Reporting System: How does the company track near misses?

1) Staff participation: Points accorded based on percentage of staff participation:

- 90% (scores 10)
- 75% (scores 7)
- 50% (scores 5)
- 25% (scores 2)
- 0% (scores 0)

2) Closure- percentage of closed cases: Points accorded based on percentage of closure of near misses:

- 75% (scores 10)
- 50% (scores 7)
- 30% (scores 5)
- 10% (scores 2)
- 0% (scores 0)

WSH Awards X Factor Checklist

Q6 Benchmarking of WSH performance: How does the company determine its WSH performance in comparison with others?

- Company perform competitive benchmarking against its peers within its own industry on WSH performance (scores 5)
- Company perform generic benchmarking against companies in other industries on WSH performance (scores 5)

WSH Awards X Factor Checklist

Q7 WSH being incorporated in Corporate Social Responsibility / Reporting: How does the company raise its WSH profile taking WSH as an integral part of its business?

- Company publishes its WSH performance annually as an integral part of the business performance report (scores 5)
- Company has at least one CSR project that is WSH related (scores 3)
- Company publishes its WSH performance annually as a stand-alone for public view (scores 2)

WSH Awards X Factor Checklist

Q8 Closing the gap: What are the Culture-building Initiatives the company has performed after the Diagnostic (Step 1 of CultureSAFE Cycle)?

- Company has a deliberate action plan for WSH culture development arising from the diagnostic assessment (Scores 3)
- Company has implemented Culture-building Initiatives for closing the gap. (Each initiative scores 3, Max score 9)
- Company conducts review on the implemented Culture-building Initiatives mentioned above for its effectiveness (scores 3)

Thank you

