



S H A R P

Workplace Safety and Health Awards 2025

**Safety and Health Award Recognition for Projects (SHARP)
Application Guidelines**

Contents

About the Safety and Health Award Recognition for Projects (SHARP)	3
Criteria	4
Types of Checklists or Certifications	6
Auditing Services Requirements	7
Conduct a Self-check	7
Avoid Conflict of Interest	7
Evaluation	8
Disqualification	8
Notes for SAC Accredited WSH Auditing Organisations	9
Application Process	10
Application Submission	10
Important Dates	10
Part 1: Project's Details	11
Part 2: WSH Statistics	13
Part 3: Evidence-Based Assessment	15
Part 4: Auditor's Details and Declaration Form	19
Declaration Form by the Auditor	19
Terms and Conditions	20

About the Safety and Health Award Recognition for Projects (SHARP)

This Award recognises large-scale projects or worksites that have exemplary safety and health performance, and workplace safety and health management systems. Examples of winning projects are shipyard projects, construction worksites and large projects within a company.

Under this Award, applicants may submit only one application per project or worksite. Companies with multiple projects or worksites may submit separate SHARP applications for each individual project or worksite that is registered under the company name.

Companies also have the option to apply for the Workplace Safety and Health Performance Awards (WSHPA) at the company level.

Criteria

The criteria below represent the minimum conditions required to qualify for the award. Fulfilling them will not automatically equate to the applicant being awarded.

The Award Panel will select the award recipients based on the ranked WSH performance and achievements, and all decisions are final. In addition, the Award Panel reserves the right to confer one award to companies with multiple but identical applications, unless outcomes or achievements cited vary.

Qualifying period: 1 January 2024 to 31 December 2024

Entry Criteria

- Project or worksite with:

 - No fatal or [major](#) injury
 - No dangerous occurrence
 - No breach¹ in WSH and labour matters

No minor injury → Minimum 400,000 manhours applicable

With minor injury →

 - Minimum 1.5 million manhours
 - Lower than qualifying injury rate

Industry	Qualifying Injury Rate (per 100,000 workers)
Construction	151
Manufacturing	218
Marine	177
Transportation & Storage	143
Accommodation & Food Services	253
Administrative & Support Services	138
Health & Social Services	331
Professional, Scientific & Technical Activities	58
Real Estate Activities	117
Wholesale & Retail Trade	64
Other Industries	80

- Project or worksite has completed/ attained the relevant [type\(s\) of checklists or certifications](#) specific to industry.
- Project or worksite is subscribed to the Ministry of Manpower's [WSH alert service for WSH Incident Reporting](#).

Strengthen WSH Ownership

4. Contractors and sub-contractors working at the project or worksite must have attained [bizSAFE](#) Level 3 certification or higher.

Enhance Focus on Workplace Health

5. Project or worksite must have implemented the [Total WSH](#) concept that integrates work, safety and health.
6. Project or worksite must have implemented upstream controls or programmes to prevent [occupational diseases](#) (OD).

Adopt Technology-enabled WSH

7. Project or worksite must demonstrate efforts on leveraging technology to improve WSH practices or address WSH issues.

Types of Checklists or Certifications

The table below lists down the relevant checklists or certifications specific to industries and must be provided in your application:

Industry	Types of checklists or certifications	Required to engage auditing services?
Construction	<ul style="list-style-type: none"> Achieved a total element score of at least 70% for Band III in ConSASS 2020 checklist 	Yes
Marine	<ul style="list-style-type: none"> Achieved a total element score of at least 70% for Band III in WSHMS 2020 checklist 	Yes
Manufacturing/ Chemical	<ul style="list-style-type: none"> Achieved a total element score of at least 70% for Band III in WSHMS 2020 checklist; or 	Yes
	<ul style="list-style-type: none"> Attained Singapore Standards (SS) 651* <p><i>*Recognised only if the audit is done by:</i></p> <ol style="list-style-type: none"> <i>1) A Singapore Accreditation Council (SAC)-accredited Certification Body is also an SAC-accredited auditing organisation (AO).</i> <i>2) Persons who are listed in the SAC AO Schedule and registered through WSH eServices.</i> 	No
Healthcare	<ul style="list-style-type: none"> Adopted the Ensure Safer Systems (ESS) programme Attained SAC accredited ISO 45001 certification*; and/or Attained bizSAFE STAR <p><i>*ISO 45001 certification and/ or bizSAFE STAR is preferred. Applicant must ensure that their ISO 45001 certification and bizSAFE STAR statuses are valid/ renewed in 2024.</i></p>	No
Other Industries	<ul style="list-style-type: none"> Attained SAC accredited ISO 45001 certification; and/or Attained bizSAFE STAR <p><i>Applicants must ensure that their ISO 45001 certification and bizSAFE STAR statuses are valid/ renewed in 2024.</i></p>	No

Auditing Services Requirements

Applicants are required to complete the [ConSASS](#) 2020 or [WSHMS](#) 2020 checklist. For items indicated “not applicable”, please state the reason(s) in the “Auditors’ Remark(s)” column.

Construction companies or worksites do not need to engage an approved Auditing Organisation (AO) if their ConSASS was done from October 2024 onwards and they had achieved a total element score of at least 70% for Band III.

Conduct a Self-check

Applicants are advised to ensure that all criteria have been met, by doing a self-check using the ConSASS 2020 or WSHMS 2020 checklist, before engaging any auditing services.

Avoid Conflict of Interest

Applicants are to engage auditing services through an SAC-accredited WSH AO, whose scope includes their industry. The list of SAC-accredited AOs is available on the [Ministry of Manpower’s website](#).

Please see below for an example:

SAC Certificate No: AO- [REDACTED]	
SCOPES :	<ul style="list-style-type: none">• Construction worksite• Metalworking industry• Shipyard• bizSAFE RM audit

The same AO can only provide auditing services for a company for up to two consecutive years. A different AO must be appointed for the third year.

Each auditor is only allowed to conduct audits for up to three Award applications for a company with the same UEN. For example, if a company is submitting an application for WSHPA and eight SHARP projects, please engage three auditors from the same/ different AO(s).

Evaluation

All supporting documents, records and data will be verified and assessed. The WSH Council will be checking all incident reports reported under your workplace number with the Ministry of Manpower (MOM). Any discrepancies found may lead to immediate disqualification. A visit to the applicant's workplace may also be requested.

Disqualification

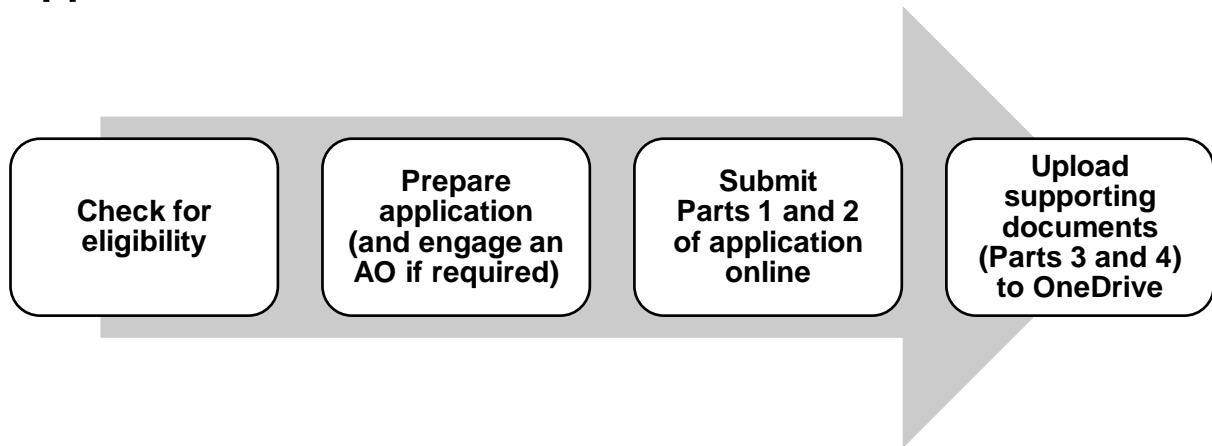
An application may be disqualified if:

- a) A [workplace accident](#) resulting in any of the following occurs **before** the announcement of results in **September 2025**:
 - Fatal accident
 - [Major injury](#) accident
 - Dangerous Occurrence (DO)
 - Infringement of [legislation under MOM's purview](#)
- b) It contains inaccurate, false or misleading supporting documents, records or data, or if there is adverse reporting in the media pertaining to the applicant's or nominating company's workplace safety and health performance.
- c) An applicant withdraws or amends its [WSH Incident Report](#) and/ or an ongoing work injury claim during the period of application. An investigation will be conducted before the application can continue to be considered.

Notes for SAC Accredited WSH Auditing Organisations

1. The applicant is to pay the auditing organisation (AO) for services rendered by the auditor.
2. The auditor is required to check whether applicants from the construction, marine and chemical/ manufacturing industries should apply for the WSH Performance Awards or the Safety and Health Award Recognition for Projects (SHARP) before providing any auditing services.
3. The applicant is to provide the auditor with their report and supporting documents to [ConSASS](#) 2020 or [WSHMS](#) 2020, and the write-up for Section B of “Part 3: Evidence-Based Assessment”. The auditor is required to visit and verify the submitted report and supporting documents at the applicant’s workplace in person.
4. The auditor is required to check whether the applicant has achieved the total element score of at least 70% for Band III in the [ConSASS](#) 2020 or [WSHMS](#) 2020 checklist. The auditor is required to input the evidence gathered and any other comments under the “Auditor’s Remarks” column. A score must be allocated in the score card and interview sheets. For items stated “not applicable”, the auditor must verify the reasons in the “Auditor’s Remark(s)” column.
5. The auditor is required to provide his/ her details and complete “Part 4: Auditor’s Details and Declaration Form”. Please indicate the applicant’s strengths, areas for improvement and any other observations, before signing the declaration form.
6. Random checks on submitted reports and supporting documents will be conducted. Any misdemeanour or misinformation uncovered may lead to the disqualification of the applicant, and the auditor and AO may be taken to task by the relevant authorities.

Application Process



Before submitting the application, please check for your [eligibility](#) and prepare the following:

[Part 1](#): Project's Details

[Part 2](#): WSH Statistics

[Part 3](#): Evidence-Based Assessment

[Part 4](#): Auditor's Details and Declaration Form (for construction, marine and manufacturing industry applicants)

Application Submission

[Click here](#) to submit Parts 1 and 2 of your application.

After you have received your unique OneDrive link from the WSH Council, please upload the supporting documents (Parts 3 and 4) to complete your application. Please note that the link access will expire on **7 April 2025, 6pm**.

Important Dates

Qualifying Period: 1 January 2024 – 31 December 2024

Application Submission Deadline: **4 April 2025**

(with all supporting documents uploaded to OneDrive)

Note: The access to OneDrive will expire on 7 April 2025.

Awards Ceremony: September 2025 (TBA)

Part 1: Project's Details

Project name	<i>(Name is limited to 50 characters and is case-sensitive; Title Case is preferred over UPPERCASE)</i>
Company name as per UEN	<i>(Same company name will be printed on the trophy or certificate)</i>
Unique Entity Number (UEN)	
Workplace number	<i>(This workplace number must consist of the above UEN followed by four additional digits. All injuries reported under this workplace number will be taken into consideration)</i>
Address of Workplace	
SSIC code	<i>(Visit www.bizfile.gov.sg to retrieve)</i>
Industry	<ul style="list-style-type: none"> <input type="radio"/> Construction <input type="radio"/> Manufacturing <input type="radio"/> Marine <input type="radio"/> Transportation & Storage <input type="radio"/> Accommodation & Food Service Activities <input type="radio"/> Administrative & Support Service Activities <input type="radio"/> Health & Social Services <input type="radio"/> Professional, Scientific & Technical Activities <input type="radio"/> Real Estate Activities <input type="radio"/> Wholesale & Retail Trade <input type="radio"/> Others: _____
Primary work activity	
Is your company a joint venture?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is your company an SME ¹ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total workforce of the company	

¹ Definition of an SME: 1) Must have 30% local ownership; AND 2) Either group employment <200 employees; OR group annual sales turnover <\$100 million.

Contact Persons' Details

(Note: A unique OneDrive link will be sent to the Contact Persons only, via the email addresses provided.)

Contact Person	Salutation: Family Name: Given Name: Designation: Contact Number: Email Address:
Alternative Contact Person	Salutation: Family Name: Given Name: Designation: Contact Number: Email Address:

Additional OneDrive access (Optional)

You may request for up to four (4) additional access rights to authorise other parties to access the folder. Please provide their email addresses below.

Additional email address	
Additional email address	
Additional email address	
Additional email address	

Senior Management's Details

(Note: The application result will be sent to the Senior Management and two Contact Persons.)

Senior Management	Salutation: Family Name: Given Name: Designation: Contact Number: Email Address:
-------------------	---

Acknowledgment

By submitting this form as part of my application for the WSH Awards,

- I acknowledge that the decision of the Award Panel is final, and appeals will not be considered.
- I agree to be bound by the Award Panel's decision, which is made at their sole discretion based on the established criteria and judging guidelines.

Part 2: WSH Statistics

a) Information on Project or Worksite

Please provide the following information, relevant to the qualifying period of between **1 January 2024 and 31 December 2024**:

Did the project/ worksite have any work-related accident ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Was the project/ worksite issued any Stop Work Order (SWO) ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did the project/ worksite enter the Business Under Surveillance (BUS) programme ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the project/ worksite received more than two composition fines (or fines exceeding \$2,000) from MOM's Occupational Safety and Health Division, inclusive of health-related offences?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did the project/ worksite receive any demerit points ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the project/ worksite faced any WSH-related investigation, conviction, or prosecution (including pending cases) under legislation within MOM's purview ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total number of manhours accumulated at the project/ worksite in 2024 <ul style="list-style-type: none"> • Applicants with minor injuries during the qualifying period are required to have at least 1.5 million manhours. • Applicants without minor injuries during the qualifying period are required to have at least 400,000 manhours. 	
Number of injuries reported at project/ worksite (Includes non-severe injuries with any instance of medical leave or light duties)	
Number of workers at project/ worksite (Direct workforce, main and sub-contractors involved in the work process)	
Workplace Injury Rate ² (WIR) of project/ worksite	

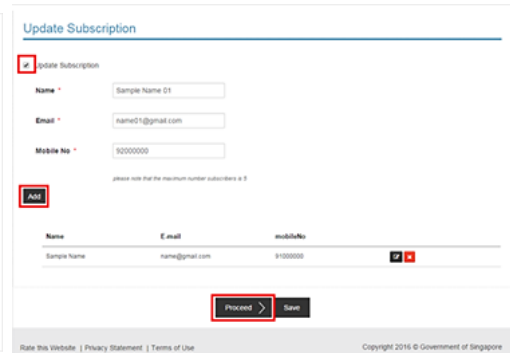
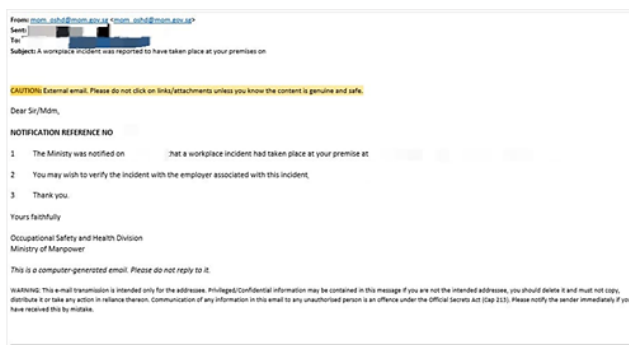
Applicants are advised to be aware of the number of injuries reported under your UEN. If you wish to purchase an incident report, go to the Ministry of Manpower's [WSH Incident Reporting eService](#) under "Submitted Incident Report", choose "Select Action" and "Purchase Report".

² Workplace Injury Rate (WIR) = (No. of injuries ÷ No. of workers at your project worksite) x 100,000 workers

b) Subscription to the Ministry of Manpower’s WSH Alert Service for WSH Incident Reporting

The alert service is useful because it will alert you, as a workplace occupier, on injuries, accidents, and unsafe conditions at your workplace.

Please submit a screenshot of your subscription to the Ministry of Manpower’s [WSH alert service for WSH Incident Reporting](#). See below for examples:



Part 3: Evidence-Based Assessment

a) Please complete the following checklists or provide the valid certifications:

i. ConSASS 2020 or WSHMS 2020 checklist and score card

Section i is for construction, marine and chemical/ manufacturing industry applicants only. The results are to be audited by an Auditor.

Using the [ConSASS](#) 2020 or [WSHMS](#) 2020 checklist, please complete its score card and provide the following:

	Band III
No. of elements in band (≥70%)	___ /19
% of total element score 70% and above	___ %
Mean score in each band	___ %

In evaluating an application, WSH Council will review all scores. Therefore, you are required to complete the checklist for this section. Companies must upload the ConSASS 2020/ WSHMS 2020 checklist, its supporting documents, score card and interview sheet to OneDrive.

ii. Singapore Standards (SS) 651

Section ii is applicable for chemical industry applicants. An auditor is not required to check these sections. The evaluation team will verify the application.

Please provide the following details and upload the valid Singapore Accreditation Council (SAC) accredited SS651 certificate to OneDrive.

Certification body	
Certificate number	
Expiry date (DD-MM-YYYY)	

iii. ISO 45001

Section iii and iv are for applicants not in the construction, marine or manufacturing industries. An auditor is not required to check these sections. The evaluation team will verify the application. Applicants need to fill in either Section iii or iv (not both).

Please provide the following details and upload the valid Singapore Accreditation Council (SAC) accredited ISO 45001 certificate to OneDrive.

Certification body	
Certificate number	
Expiry date (DD-MM-YYYY)	

iv. bizSAFE STAR

Please provide the bizSAFE certificate number and upload the valid bizSAFE STAR certificate issued by the WSH Council to OneDrive.

Certificate number	
Expiry date (DD-MM-YYYY)	

v. Ensure Safer Systems (ESS) Programme

Section v is applicable for relevant healthcare industry applicants only. An auditor is not required to check these sections. The evaluation team will verify the application.

Please provide the following details.

Name of healthcare institution	
Enrolment date (DD-MM-YYYY)	

- b) Please list initiatives that were implemented beyond your workplace safety and health management system (WSHMS) when answering the following questions.

(For all applicants to answer. Auditors of Construction, Marine and Manufacturing industry applicants are to verify the accuracy of the responses and supporting documents.)

Your submission should adhere to the following specifications:

- Font type and size: Arial, size 11
- Line spacing: 1.5 spacing between lines
- Your write-up should not exceed five (5) pages, and is to be uploaded, with all supporting documents, to OneDrive.

Strengthen WSH Ownership

1. Describe your company's effort in assisting your contractors and sub-contractors to attain bizSAFE Level 3 certification and above. Share the achievements.

Enhance Focus on Workplace Health

2. Share when and how did your company implement the Total WSH concept. What are the tangible and intangible outcomes or results achieved in addressing WSH (both physical and mental well-being) issues?
3. Describe the upstream controls or programmes implemented in your company to prevent occupational diseases.

Adopt Technology-enabled WSH

4. Describe how your company leverages technology to improve WSH practices or address WSH issues.

Safety and Health Award Recognition for Projects (SHARP) 2025

- c) Please list initiatives and achievements of the past three years (including qualifying year), including successful identification and resolution of safety hazards that led to a reduction in accidents/ near-miss incidents.

Please provide specific examples and quantifiable results to demonstrate the impact of your initiatives on overall workplace safety and health.

Your submission should adhere to the following specifications:

- Font type and size: Arial, size 11
- Line spacing: 1.5 spacing between lines
- Your write-up should not exceed three (3) pages, and is to be uploaded, with all supporting documents, to OneDrive.

Initiatives and achievements listed should be in point form, and all supporting documents are to be uploaded to OneDrive.

Year	Initiatives	Achievements
2024		
2023		
2022		

Part 4: Auditor's Details and Declaration Form

(For construction, marine and manufacturing industry applicants)

Auditor's name	
Auditing organisation	
Business contact number	
Business email address	
On-site visit details	Date: Start time: End time:
<p>Recommendation to apply for the Award</p> <p>Note: The auditor's recommendation/justification is important for the applicant to determine the state of their WSH performance and whether they are a deserving recipient of the Award.</p>	<p>Highlight the project's WSH:</p> <p>1) At least three (3) strengths; 2) At least three (3) areas for improvement; and 3) Any other observations.</p>

Declaration Form by the Auditor

I hereby declare that I:

- (a) have conducted an on-site audit of the workplace and the assessments given are in accordance with the evidence provided and my observations during the audit;
- (b) will not directly or indirectly disclose or make available any information, in whole or in part, given to me by the applicant, to any other person or party, except during submission to the WSH Council; and
- (c) will not make any duplicate copy of the evidence submitted or copy its contents without the consent of the applicant.

Signature of Auditor

Terms and Conditions

By submitting an application, the applicant is deemed to have read and understood the terms and conditions.

- All applications must be fully completed and submitted to the WSH Council via OneDrive before the submission deadline. Applications received after the submission deadline will be deemed invalid and rejected. The WSH Council will not be responsible or liable for any lost, late, mislaid, or incomplete applications.
- Any application received via email, postal or delivery services will not be accepted.
- The WSH Council reserves the right to reject any application without explanation or notice.
- The WSH Council reserves the right to disqualify any application not accompanied by the appropriate or correct supporting documents or any application deemed to be inaccurate, false, or misleading.
- All applicants are deemed to have given consent for their details to be shared with third parties, inclusive but not limited to, judges representatives of the respective industry associations and appointed vendors.
- All applicants will be notified of their results via email by end August 2025. The WSH Council's decision shall be final.
- Award recipients will be officially announced during the Awards ceremony taking place in September 2025.
- The WSH Council will produce a media and publicity campaign highlighting the Awards, Award categories and recipients. All recipients agree to offer the WSH Council the exclusive right to use the content, images, and videos for the promotion of the Awards. In addition, all recipients give their consent for their exemplary safety and health management systems and initiatives to be featured in media interviews, articles or speeches. Select recipients may be approached to speak at WSH-related events organised by the WSH Council and/ or its partners.
- All recipients grant the WSH Council the exclusive right to use and reproduce their name, trademark and company logo for pre-event, onsite and post-event marketing of the Awards.
- The WSH Council reserves the right to alter or reschedule the Awards, the Awards ceremony and/ or to change the judging panel and/ or these terms at its own discretion, at any time and without notice.