



Workplace Safety and Health Awards 2025

**WSH Awards for Supervisors
Application Guidelines**

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About the WSH Awards for Supervisors

This Award recognises supervisors who care for their workers by improving the safety and health performance in their workplaces.

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

The applicant's company must meet the following conditions:

1. No accident that has caused death or permanent disablement to workers under his/ her care.
2. No breach¹ in workplace safety and health matters in the company under the nominated supervisor's charge.

The nominated supervisor must:

3. Show strong commitment towards:
 - Taking care of his/ her workers;
 - Contributing towards improving the company's WSH performance; and
 - Being active in the support for workers' well-being.
4. Be either a Singaporean, Permanent Resident, S Pass or Work Permit holder.
5. Worked at least two (2) years in the company as a supervisor, overseeing a team of at least five (5) workers.
6. Performed a junior supervisory role, instead of managerial role.
7. Attended at least one [WSH course](#) at the supervisor level during the qualifying period.
8. Have not been awarded the WSH Award for Supervisors during the last five (5) years.

Note: Applicants who are nominating more than one supervisor are to submit separate applications for each of them. Nominated supervisors who are registered WSH Officers should consider applying for the WSH Officer Awards instead.

¹ Includes Stop Work Order, Business Under Surveillance Programme, more than two composition fines (or fines exceeding \$2,000) including health-related offences from MOM Occupational Safety and Health Division, demerit points and WSH-related investigations, conviction or prosecution (including pending cases) with regard to workplace and labour matters under the [Workplace Safety and Health Act and Employment Act](#). Excludes COVID-19 related matters.

Evaluation

The following associations will first evaluate and shortlist their respective industry-specific applications:

- Association of Singapore Marine and Offshore Energy Industries (ASMI)*
- Container Depot and Logistics Association (Singapore) (CDAS)
- Singapore Manufacturing Federation (SMF)
- The Singapore Contractors Associations Ltd (SCAL)

All other applications will be evaluated by the WSH Council.

*Applicants from the marine industry are to submit their application to Association of Singapore Marine and Offshore Energy Industries (ASMI).

Interview

Shortlisted nominated supervisor will be required to attend an interview with the association's panel of judges.

Nomination by Associations

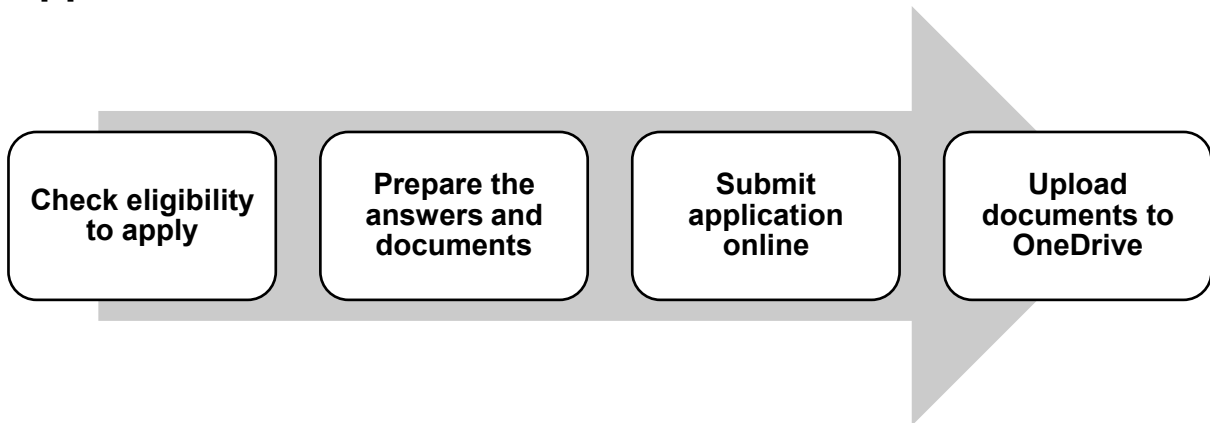
Each industry association will shortlist and nominate a maximum of three applications, for further evaluation to receive the WSH Award at the national platform.

Disqualification

An application may be disqualified if:

- a) A [workplace accident](#) resulting in any of the following consequences occurs at the nominating company **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.

Application Process



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

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

[Part 2](#): Supervisor's Details

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

[Part 4](#): Details of safety and health training courses, seminars, and workshops

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 2 April 2025, 6pm.

Important Dates

Qualifying Period:	1 January 2024 – 31 December 2024
Application Submission Deadline: (with all supporting documents uploaded to OneDrive)	1 April 2025
Note: The access to OneDrive will expire on 2 April 2025.	
Awards Ceremony:	September 2025 (TBA)

Part 1: Company's Details

Company name	
Unique Entity Number (UEN)	
Company address	
SSIC Code	(Visit www.bizfile.gov.sg to retrieve)
Industry	<ul style="list-style-type: none"> ○ Construction ○ Manufacturing ○ Marine ○ Transportation & Storage ○ Accommodation & Food Service Activities ○ Administrative & Support Service Activities ○ Health & Social Services ○ Professional, Scientific & Technical Activities ○ Real Estate Activities ○ Wholesale & Retail Trade ○ Others: _____
Primary work activity	
Please select the association that is most relevant to your industry, so that your application will be routed to it for evaluation.	<ul style="list-style-type: none"> ○ Association of Singapore Marine and Offshore Energy Industries ○ Container Depot and Logistics Association (Singapore) ○ Singapore Manufacturing Federation ○ The Singapore Contractors Associations Ltd ○ WSH Council (for any other industries)
Is your company an SME ² ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Total workforce	

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

Contact Persons' Details

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

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:
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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: Supervisor's Details

Salutation	
Full name as per NRIC/ FIN/ WP	
Company name	<i>(Same company name will be printed on the trophy or certificate)</i>
Designation	
Business contact number	
Business email address	
Date of employment (with current company)	
Brief description of job duties	
Number of workers supervised	
Please state the year(s) that the supervisor had previously applied for this Award.	<i>(Indicate "NA" if this is the first application)</i>

Part 3: Evidence-Based Assessment

a) Written Application

Please answer the following questions. 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.

Commitment to care for workers

1. Describe how the supervisor had encouraged his/ her workers to take ownership of their safety and health. Cite at least one (1) example.
2. Describe how the supervisor ensured that his/ her workers had a safe and healthy work environment. Cite at least one (1) example where the supervisor had identified health and safety risks in the workplace and the recommended interventions to address these risks.
3. Describe how the supervisor communicated safety and health messages to his/ her workers. Cite at least one (1) example where the supervisor's good working relationship with workers was exhibited.
4. Describe how the supervisor encouraged good safety behaviour at the workplace. Cite at least one (1) example where the supervisor rewarded his/ her workers for good safety behaviour.

Commitment to improve the company's WSH performance

5. Describe the supervisor's contribution to improve the company's WSH performance. Cite examples of initiative(s) that the supervisor had proposed and at least one (1) initiative that was successfully implemented. The example(s) must elaborate on the WSH results achieved due to the supervisor's proposed initiative (e.g., number of workers who benefitted from the initiative).
6. Detail the supervisor's achievements over the past three years, from 2022 to 2024.

Overall assessment

7. Tell us why the supervisor deserves to win this award. The response must include how the supervisor went beyond his/ her scope of work and responsibilities, legislative requirements and/ or company's WSH policies.

b) Video Introduction

The nominated supervisor is required to submit a short video, covering the following:

1. Personal Introduction
 - Brief overview of supervisory experience
 - Current role and responsibilities
2. Safety Leadership
 - Highlight safety initiatives implemented
 - Share how he/ she had promoted a safety culture among the team
3. Key Achievements
 - Share specific examples of improved safety metrics or practices under his/ her supervision
 - Describe any innovative approaches to WSH he/ she had introduced
4. Motivation
 - Explain why he/ she is applying for the WSH Award for Supervisors
 - Share how this award aligns with his/ her commitment to WSH

Technical Specifications

- Duration: Not exceeding two (2) minutes
- Resolution: Minimum 720p (1280x720)
- Format: Any standard video format (e.g., MP4, AVI, MOV)

Submission Process

1. Upload the video to any video hosting platform (e.g., YouTube, Vimeo).
2. Set the video privacy settings to “unlisted” or “public”.
3. Include the hyperlink in the application form.

Important Notes

- The video will be an additional component in the assessment of the application.
- Applicants are advised to maintain a clear, concise, and professional presentation throughout the video.
- Please ensure the video remains accessible until end September 2025.

Part 4: Details of WSH Training Courses, Seminars, and Workshops

Complete the table and upload the respective evidence and certificates to OneDrive.

Total number of courses: _____

Safety and health training courses, seminars and workshops attended by the supervisor during the qualifying period.

Note: Please list at least one [WSH course](#) at the supervisor level.

S/N	Name of course/ seminar/ workshop	Organiser/ Training Provider	Start date of course (DD-MM-YYYY)	Course duration (hrs)

Note: Applicants are to add more rows to capture all training records during the qualifying period, where applicable.

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 decisions 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.