ANNEX B

Safety Climate Questionnaire for Process Industry (SCQPI)

All responses will be treated in strict <u>anonymity</u> and only results at the group level will be presented and made available to the company. Therefore, no information about individual responses will be transmitted in any form.

Contact:

Name, function, phone number of the on-site responsible person for the survey

This questionnaire has been adapted to the **EU project ARAMIS** (http://aramis.jrc.it) to process industry by Risø National Laboratory, Roskilde, Denmark. The questionnaire is based on a questionnaire focusing on safety culture and occupational health developed by Herning Hospital Occupational Health Dept., the National Inst. Occup. Health (AMI) and Risø, incorporating results and experience of Nordic and UK sources as well as international results from questionnaire development and validation in the domain of industrial health and safety culture.

This item about the background of the questionnaire is not to be included in the version prepared for end users (respondents).

Reporting

In the first section we distinguish between four types of incidents and accidents:

- Minor injury incidents involve a personal injury that does not lead to absence from work
- Work accidents involve personal injury that leads to absence from work (LTA)

Please indicate for each statement your level of agreement or Strongly

- Environmental/equipment accidents involve damage to property or the environment
- **Dangerous incidents** are situations that **might have** led to a work accident or an environmental / equipment accident

| 1 | Reporting of | f accidents |
|---|--------------|-------------|
|---|--------------|-------------|

disagreement (one X per line)

| 1 | I am personally willing to report any <i>minor injury incident</i> | | | | | |
|--------------------------------------|---|----------------|---------|---------|----------|----------------------|
| 2 | I am personally willing to report any work accident | | | | | |
| 3 | I am personally willing to report any dangerous incident | | | | | |
| 4 | I am personally willing to report any <i>environment / equipment accident</i> | | | | | |
| 5 | In our workplace employees are willing to report all <i>work accidents</i> | | | | | |
| 6 | In our workplace employees are willing to report all environmental/equipment accidents | | | | | |
| 7 | Employees who report accidents always receive personal feedback | | | | | |
| 8 | Any accident that comes to the knowledge of our leaders is reviewed with employees | | | | | |
| 9 | I have not witnessed any improvements made because of reporting of incidents and accidents | | | | | |
| 10 | Whenever accidents are investigated, the results are always used to review our procedures and work practices | | | | | |
| 11 | Our leaders have clearly stated that reporting is needed for the lessons that can be learned from accidents and incidents | | | | | |
| 12 | We have a good balance between blame-free reporting and keeping people accountable for deliberate violations | | | | | |
| | keeping people accountable for deliberate violations | | | | | |
| 2 | | es) do no | ot beco | me rei | orted. | this is |
| 2 | If and when incidents and accidents (all type because | es) do no | ot beco | me rej | oorted, | this is |
| 2 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or | Strongly | ot beco | ome rej | oorted, | Strongly |
| | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident Reporting gives no improvement in safety | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 5 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident Reporting gives no improvement in safety Reporting forms are not readily available | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 5 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident Reporting gives no improvement in safety | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 5 6 7 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident Reporting gives no improvement in safety Reporting forms are not readily available | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 2 3 4 5 6 7 8 | If and when incidents and accidents (all type because Please indicate for each statement your level of agreement or disagreement (one X per line) Reporting takes too much time People do not want to interrupt work flow when busy Pressure from colleagues Laziness – people just do not wish to bother Pride – people don't want their colleagues to know that they have been involved in an accident Reporting gives no improvement in safety Reporting forms are not readily available Reporting forms are not easy to fill out | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |

Strongly

disagree

Neutral Disagree

Agree

3 Safety instructions and attitudes

| | Surety morractions and attitudes | | | | | |
|----|--|----------------|---------|-----------|----------|-------------------|
| | Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 | I have received instructions and information about how to work safely in my present job and present work place | | | | | |
| 2 | The safety instructions given to apprentices are especially thorough and detailed | | | | | |
| 3 | The safety instructions given to new staff-members are especially thorough and detailed | | | | | |
| 4 | Each individual employee is actively encouraged to participate in safety courses | | | | | |
| 5 | I receive information about decisions and items discussed at each safety meeting | | | | | |
| 6 | I will sometimes bend safety instructions in order to get the work done in a smoother and easier fashion | | | | | |
| 7 | It is necessary to break safety instructions in order to get the work done | | | | | |
| 8 | I will sometimes violate safety instructions because I feel that my colleagues put pressure on me to do so | | | | | |
| 9 | I will sometimes violate safety instructions when I feel it has no impact on actual risks | | | | | |
| 10 | I will sometimes violate safety instructions because of pressures of work load | | | | | |
| 11 | I will sometimes violate safety instructions because my colleagues do so | | | | | |
| 12 | Some of my colleagues do not really understand the risks involved in our work | | | | | |
| 13 | Our safety instructions are sometimes hard to understand | | | | | |
| 14 | There is too much emphasis on risk and safety in this plant | | | | | |
| 4 | If and when incidents and accidents happe because | en (all ty | pes) th | nis is ge | enerally | |
| | | | | | | |
| | Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| 1 | People are careless | | | | | |
| 2 | Accidents just happen | | | | | |
| 3 | The work load is sometimes too big | | | | | |
| 4 | People misuse equipment or protection gear | | | | | |
| 5 | Too much mess or lack of cleanliness | П | П | П | П | П |

Other (please specify):

procedures

8

Poor equipment or manuals

Poor maintenance of machines or equipment

Violation of safety instructions or standard operating

| | Prioritisation of safety at work | | | | | |
|---|--|------------------------|-------------------------|----------------|-------------------|------------------------|
| - | Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagre | ee Strong |
| | I always use personal protection (helmet, gloves etc) when this is compulsory | | | | | |
| | I always try to follow safety instructions | | | | | |
| | I will always – even in high-pressure situations – choose to work safely rather than quickly whenever a choice must be made | | | | | |
| | My immediate superior gets annoyed with any employee who violates safety instructions, even for minor violations | | | | | |
| | If an employee has violated safety instructions, he or she will be watched more carefully afterwards | | | | | |
| | When we are working under pressure, my immediate superior would rather have us work faster than in compliance with the safety instructions | | | | | |
| | As long as the work gets done, our plant management does not care how it gets done | | | | | |
| _ | Employee involvement in decisions about s Please indicate for each statement your level of agreement | | | | | Strongly |
| | or disagreement (one X per line) | agree | Agree | Neutral | Disagree | disagree |
| | I get involved in decisions regarding safety that have a direct bearing on my work | | | | | |
| _ | My advice about safety issues will <u>not</u> be heard | | | | | |
| | My immediate superior will always seriously consider safety suggestions made by any employee | | | | | |
| _ | Our safety group reacts promptly when their attention has been drawn to a safety problem | | | | | |
| | Employees in this work place are genuinely interested in safety issues | | | | | |
| _ | I feel that I am sufficiently involved in decisions about safety | | | | | |
| | Who do you think should be taking respon | | | ety? | | |
| | Please indicate for each statement your opinion about the burden of responsibility (one X per line) | To a very large degree | To a large degree | To some degree | To a small degree | To a very small degree |
| | The top management of this plant | | | | | |
| _ | The supervisor / shop floor manager [translator: make sure to use the label used in your target plant] | | | | | |
| | The safety engineer/officer [translator: make sure to use the label used in your target plant] | | | | | |
| | The work group leader / team leader [translator: make sure to use the label used in your target plant] | | | | | |
| | The work group / the team itself [translator: make sure to use the label used in your target plant] | | | | | |
| _ | Myself | | | | | |
| | | | | | | |

8 Who do you think is, in fact, taking responsibility for safety?

| Please indicate for each statement your opinion about allocation of responsibility (one X per line) | To a very large degree | To a large degree | To some degree | To a small degree | To a very small degree |
|--|------------------------|-------------------------|----------------|-------------------------|------------------------|
| The top management of this plant | | | | | |
| The supervisor / shop floor manager [translator: make sure to use the label used in your target plant] | | | | | |
| The safety engineer/officer [translator: make sure to use the label used in your target plant] | | | | | |
| The work group leader / team leader [translator: make sure to use the label used in your target plant] | | | | | |
| The work group / the team itself [translator: make sure to use the label used in your target plant] | | | | | |
| Myself | | | | | |
| Commitment by management and leaders | to safet | ty | | | |
| Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
| Our plant management prioritise productivity above safety | | | | | |
| Our plant management react resolutely when problems about safety arise | | | | | |
| I do not feel that our plant management have any clear stance on safety | | | | | |
| In this plant safety is taken seriously and not just for the sake of appearances | | | | | |
| My immediate superior will intervene immediately if he/she observes that safety instructions are violated | | | | | |
| Every now and then my immediate superior will check if we actually do work according to safety instructions | | | | | |
| My immediate superior will act resolutely when safety problems arise | | | | | |
| As long as no accident has happened my immediate superior does not really care about <u>how</u> the work gets done | | | | | |
| My immediate superior pays less attention to safety issues than other leaders in this plant | | | | | |
| If I complain about safety I am afraid I might get sacked | | | | | |
| I believe work environment standards in this plant are higher than in other production plants | | | | | |
| My immediate superior is not afraid of admitting his/her own mistakes | | | | | |

10 Trust and fairness

| Please indicate for each statement your level of agreement or disagreement (one X per line) | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
|---|-----------------|-----------------|----------------|-----------------|-------------------|
| The top management of our plant have great trust in their employees | | | | | |
| I have great trust in the top management of our plant | | | | | |
| My immediate superior has great trust in his/her employees | | | | | |
| I have great trust in my work leader | | | | | |
| In my workplace we are treated fairly if we become involved in an accident | | | | | |
| Colleagues who create dangerous situations due to recklessness will be held accountable | | | | | |
| When accidents are being investigated the focus is <u>only</u> on the personnel directly involved | | | | | |
| The company welcomes constructive criticism | | | | | |
| Work and social relations | To a very | То а | | То а | To a very |
| Please respond to each question by tacking one of the response options (one X per line) | large degree | large degree | To some degree | small degree | small degree |
| Do you have any great influence on decisions about your daily work? | | | | | |
| Do you have any influence about whom you work with? | | | | | |
| Do you have any influence on the amount of work you do? | | | | | |
| Do you have any influence on what you do at work? | | | | | |
| Do you consider your work tasks to be meaningful? | | | | | |
| Do you feel you are making an important contribution at work? | | | | | |
| Do you consider yourself motivated and involved in your work? | | | | | |
| In your work place, are you informed about important decisions, changes and future plans well in advance? | | | | | |
| Do you receive all the information you need to do a good job? | | | | | |
| Would you consider staying at your current place of work for the rest of your working life? | | | | | |
| Do you like talking about your place of work to other people? | | | | | |
| Do you feel that the problems of your work place are your problems as well? | | | | | |
| Do you think your work place means a lot to you personally? | | | | | |
| Your personal suggestions | | | | | |
| What can the company do to increase safety? | | | | | |
| What can the company do to increase job satisfaction? | | | | | |
| 1 2 | | | | | |
| What can the company do to increase efficiency? | | | | | |