



International
Safety Awards

Questions and Marking Scheme 2020



Question 1

Describe the nature and scope of the main operational activities carried out at the site.

(Information should include the main function of site, number of employees, any use of contractors and relationship to other organisational sites if appropriate.)

Question 2

What are considered to be the most significant issues at the site in relation to: (please provide at least one example of each)

- Occupational health hazards
- Occupational safety hazards
- Wellbeing concerns

Marking scheme

These questions are not marked but are **mandatory** as the responses are essential for the adjudicators to understand the context and background of scored questions 3-12.



Question 3

Explain* how control measures implemented for one of the significant health and/or safety hazards identified within question 2 are monitored for effectiveness. Use specific examples to illustrate.

*Refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive explanation of the process for evaluating the effectiveness of the control measures associated with one of the significant health, safety and/or wellbeing hazards identified within question 2.	A very good explanation of the process for evaluating the effectiveness of the control measures associated with one of the significant health, safety and/or wellbeing hazards identified within question 2.	A satisfactory explanation of the process for evaluating the effectiveness of the control measures associated with one of the significant health, safety and/or wellbeing hazards identified within question 2.	A limited explanation of the process for evaluating the effectiveness of the control measures associated with one of the significant health, safety and/or wellbeing hazards identified within question 2.	A weak explanation of the process for evaluating the effectiveness of the control measures associated with one of the significant health, safety and/or wellbeing hazards identified within question 2.	Question unanswered or no hazard identified from Q2.
Response includes detailed reference of specific hazard monitoring	Response includes some reference to specific hazard monitoring.	Response includes limited reference to specific hazard monitoring.	No reference included.	No reference included.	



Question 4

Describe how the organisation identified OH&S training and competency needs which are reflective of role requirements and any legislative duties.

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of the methodology used to identify OH&S training and competency requirements which are aligned to relevant roles and legal requirements	A very good description of the methodology used to identify OH&S training and competency requirements which are aligned to relevant roles and legal requirements	A satisfactory description of the methodology used to identify OH&S training and competency requirements which are aligned to relevant roles and legal requirements	A limited description of the methodology used to identify OH&S training and competency requirements which are aligned to relevant roles and legal requirements	A weak description of the methodology used to identify OH&S training and competency requirements which are aligned to relevant roles and legal requirements	Question unanswered or no relevant description provided.
Response includes specific examples (more than one) of methods used to identify competency requirements	Response includes a specific example of a method used to identify competency requirements.	Response includes limited reference to methods used to identify competency requirements	No reference to actual methods used included.	No reference to actual methods used included.	



Question 5a

Explain* how non-managerial workers participate in incident/near-miss/non-conformance investigations

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive explanation of how non-managerial workers participate in incident/near miss/non-conformance investigations	A very good explanation of how non-managerial workers participate in incident/near miss/non-conformance investigations	A satisfactory explanation of how non-managerial workers participate in incident/near miss/non-conformance investigations	A limited explanation of how non-managerial workers participate in incident/near miss/non-conformance investigations	A weak description of how non-managerial workers participate in incident/near miss/non-conformance investigations	Question unanswered or no relevant description provided.

Question 5b

Submit supportive evidence (for example: investigation procedure, report)

One bonus mark*** will be awarded for relevant evidence uploaded. Evidence which does not adhere to the requirements found in the evidence appendix** will be discarded by the adjudicators and no bonus mark will be awarded.



Question 6a

Explain* how the content of risk assessments are effectively communicated to relevant parties/stakeholders

*Refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive explanation of how the content of risk assessments are effectively communicated to relevant parties/stakeholders	A very good explanation of how the content of risk assessments are effectively communicated to relevant parties/stakeholders	A satisfactory explanation of how the content of risk assessments are effectively communicated to relevant parties/stakeholders	A limited explanation of how the content of risk assessments are effectively communicated to relevant parties/stakeholders	A weak explanation of how the content of risk assessments are effectively communicated to relevant parties/stakeholders	Question unanswered or no relevant description provided.
Response includes a range of examples of effective communication	Response includes an example of effective communication	Response includes an example of effective communication	No examples included.	No examples included.	

Question 6b

Submit supportive evidence as attachment (for example: risk assessment training, team meeting minutes etc).

One bonus mark*** will be awarded for relevant evidence uploaded. Evidence which does not adhere to the requirements found in the evidence appendix** will be discarded by the adjudicators and no bonus mark will be awarded.



Question 7a

Describe* how progress on achieving health and safety objectives for the site is monitored and reported

*Refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of how progress on achieving health and safety objectives for the site is monitored and reported	A very good description of how progress on achieving health and safety objectives for the site is monitored and reported	A satisfactory description of how progress on achieving health and safety objectives for the site is monitored and reported	A limited description of how progress on achieving health and safety objectives for the site is monitored and reported	A weak description of how progress on achieving health and safety objectives for the site is monitored and reported	Question unanswered or no relevant description provided.
Response includes a range of monitoring methods	Response includes an example of a monitoring method	Response includes an example of a monitoring method	Response does not include any example of a monitoring method	Response does not include any example of a monitoring method	

Question 7b

Submit supportive evidence (for example: audit report, management meeting minutes)

1 bonus mark*** will be awarded for relevant evidence uploaded. Evidence which does not adhere to the requirements found in the evidence appendix** will be discarded by the adjudicators and no bonus mark will be awarded.



Question 8

Describe* how top/senior management are demonstrably involved in the continual improvement of the OHSMS

*Refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of how top/senior management are demonstrably involved in the continual improvement of the OHSMS	A very good description of how top/senior management are demonstrably involved in the continual improvement of the OHSMS	A satisfactory description of how top/senior management are demonstrably involved in the continual improvement of the OHSMS	A limited description of how top/senior management are demonstrably involved in the continual improvement of the OHSMS	A weak description of how top/senior management are demonstrably involved in the continual improvement of the OHSMS	Question unanswered or no relevant description provided.
Response includes a range of examples of top/senior management involvement	Response includes an example of top/senior management involvement	Response includes an example of top/senior management involvement	No examples included.	No examples included.	



Question 9

Describe* how the mental health and wellbeing of workers is monitored

*refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of how the mental health and wellbeing of workers is monitored	A very good description of how the mental health and wellbeing of workers is monitored	A satisfactory description of how the mental health and wellbeing of workers is monitored	A limited description of how the mental health and wellbeing of workers is monitored	A weak description of how the mental health and wellbeing of workers is monitored	Question unanswered or no relevant description provided.
Response includes a range of examples to illustrate the monitoring process.	Response includes a range of examples to illustrate the process.	Response includes an example to illustrate the process.	No examples included	No examples included	



Question 10a

Explain* how relevant stakeholders participate in the management of change process

*refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of how relevant stakeholders participate in the management of change process	A very good description of how relevant stakeholders participate in the management of change process	A satisfactory description of how relevant stakeholders participate in the management of change process	A limited description of how relevant stakeholders participate in the management of change process	A weak description of how relevant stakeholders participate in the management of change process	Question unanswered or no relevant description provided.
Response includes a range of examples of stakeholder participation	Response includes an example of stakeholder participation	Response includes an example of stakeholder participation	No examples included	No examples included	

Question 10b

Submit supportive evidence (for example: risk assessment, training records).

One bonus mark*** will be awarded for relevant evidence uploaded. Evidence which does not adhere to the requirements found in the evidence appendix** will be discarded by the adjudicators and no bonus mark will be awarded.



Question 11

Explain* how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured

*refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive description of how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured	A very good description of how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured	A satisfactory description of how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured	A limited description of how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured	A weak description of how the effectiveness of arrangements for emergency evacuation of persons with specific needs is ensured	Question unanswered or no relevant description provided.
Response includes a range of examples which demonstrate the effective monitoring of evacuation arrangements for persons with specific needs	Response includes an example which demonstrates the effective monitoring of evacuation arrangements for persons with specific needs	Response includes an example which demonstrates the effective monitoring of evacuation arrangements for persons with specific needs	No examples included	No examples included.	



Question 12a

Explain how the health and safety performance of potential contractors is reviewed as part of the appointment process

*refer to the command word appendix

Marking scheme

Five marks	Four marks	Three marks	Two marks	One mark	Zero marks
A comprehensive explanation of how the health and safety performance of potential contractors is reviewed as part of the appointment process	A very good explanation of how the health and safety performance of potential contractors is reviewed as part of the appointment process	A satisfactory explanation of how the health and safety performance of potential contractors is reviewed as part of the appointment process	A limited explanation of how the health and safety performance of potential contractors is reviewed as part of the appointment process	A weak explanation of how the health and safety performance of potential contractors is reviewed as part of the appointment process	Question unanswered or no relevant process / examples provided.
Response includes a range of measures used to review potential contractors health and safety performance	Response includes some (1-2) measures used to review potential contractors health and safety performance	Response includes an example of a measure used to review potential contractors health and safety performance	No examples included	No examples included	

Question 12b

Submit supportive evidence as attachment (for example: approval pro-forma; appointment procedure)

One bonus mark*** will be awarded for relevant evidence uploaded. Evidence which does not adhere to the requirements found in the evidence appendix** will be discarded by the adjudicators and no bonus mark will be awarded.