

Sword of Honour 2020 Question Set and Marking scheme

Background

This marking scheme relates to the written application component of the 2020 Sword of Honour scheme. The final marks for each submission will be determined by reference to applicants' performance in both the written application and the Five Star Audit process (weighted at 60% and 40% respectively).

Please note that the marking descriptors are indicative by nature.

For example, two organisations may adopt differing approaches to the written application and score equally well. Nonetheless, high-scoring organisations will typically answer all aspects of the question, adhere to the marking scheme, provide site-specific references (evidenced through the audit report) and fully utilise (but not exceed) the specified word allowance per response.

Scoring criteria

- A maximum of 60 marks are available for the written application. Applicants must score a minimum of 45 marks to remain eligible for the award.
- A minimum of two individual responses must be scored within the top mark band (11-15 marks).
- Submissions will become ineligible for the Sword of Honour award should any individual responses be scored within the lower mark band (0-5 marks).
- Responses to each sub-question must not exceed 750 words per sub-question (i.e. 3,000 words overall per submission).

Sword of Honour 2020

Question Set and Marking scheme



	11-15 marks	6-10 marks	0-5 marks
<p>1. With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Explain how the organisation have identified the relevant external and internal factors which could affect the performance of the OHSMS</p>	<p>A full explanation clearly demonstrating the process the organisation implemented to identify relevant external and internal factors which could affect the performance of the OHSMS.</p> <p>The response is supported with a wide range of external and internal factors</p>	<p>An adequate explanation demonstrating the process the organisation implemented to identify relevant external and internal factors which could affect the effective performance of the OHSMS.</p> <p>The response is supported with limited examples of external and internal factors</p>	<p>A basic explanation outlining how the organisation have identified some external and internal factors which could affect the performance of the OHSMS</p> <p>The response is not supported with any examples of external and internal factors</p>
<p>2. With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Describe how senior (top) management positively influence the health and safety behaviours of staff and other stakeholders</p>	<p>A full description of how senior (top) management positively influence the health and safety behaviours of staff and other stakeholders</p> <p>The response is supported with clear examples of senior (top) management influence.</p>	<p>An adequate summary of how senior (top) management positively influence the health and safety behaviours of staff and other stakeholders</p> <p>The response is supported with an example of senior (top) management influence</p>	<p>A basic outline of how senior (top) management positively influence the health and safety behaviours of staff or other stakeholders</p> <p>The response is not supported with any examples of senior (top) management influence</p>

<p>3. With relevant reference to the outcomes from your recent Five Star Audit:</p>	<p>Describe how the emergency planning and associated arrangements are clearly linked to the risk assessment process</p>	<p>A full description of how emergency incident planning and associated arrangements are clearly linked to the risk assessment process</p> <p>The response is supported with relevant examples and includes a range of emergency incidents</p>	<p>An adequate summary of how emergency incident planning and associated arrangements are linked to the risk assessment process</p> <p>The response is supported with an example of an emergency incidents</p>	<p>A basic outline of how emergency incident planning is linked to the risk assessment process</p> <p>The response is not supported with any relevant examples.</p>
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<p>4. With relevant reference to the outcomes from your recent Five Star Audit:</p>	<p>Explain how the organisation consult and involve relevant stakeholders regarding work-related factors which could affect their health and wellbeing</p>	<p>A full explanation of how the organisation consult and involve relevant stakeholders regarding work-related factors which could affect their health and wellbeing</p> <p>The response includes several examples of consultation and involvement of relevant stakeholders (identified within response) and provides examples of work-related factors which could affect their health and wellbeing</p>	<p>An adequate explanation of how the organisation consult and involve relevant stakeholders regarding work-related factors which could affect their health and wellbeing</p> <p>The response includes examples of consultation and involvement of relevant stakeholders (identified within response) and provides an example of a work-related factor which could affect their health and wellbeing</p>	<p>A basic explanation of how the organisation consult and involve relevant stakeholders regarding work-related factors which could affect their health and wellbeing</p> <p>The response includes an example of consultation <u>or</u> involvement of limited stakeholders but does not provide examples of work-related factors which could affect their health <u>or</u> wellbeing</p>
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