

Sword of Honour 2021

Question Set and Marking scheme



Background

This marking scheme relates to the written application component of the 2021 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, clearly following the marking scheme, provide site-specific references (evidenced and referenced 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).

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	11-15 marks	6-10 marks	0-5 marks	
1.	<p>With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Explain how senior (top) management ensure health and safety factors are fully integrated into the overall business strategy and processes</p>	<p>A full explanation clearly demonstrating how senior (top) management ensure health and safety factors are fully integrated into the overall business strategy and processes.</p> <p>The response is supported with a description of the process and methodology used together with a range of relevant health and safety factors and examples of integration</p>	<p>An adequate explanation demonstrating how senior (top) management ensure health and safety factors are integrated into the overall business strategy and processes.</p> <p>The response is supported with an outline of the methodology used together with some examples of relevant health and safety factors</p>	<p>A basic explanation outlining how senior (top) management ensure health and safety factors are integrated into the overall business strategy and processes.</p> <p>The response is not supported with any examples of relevant health and safety factors</p>
2.	<p>With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Describe how the organisation ensures the requirements within the business recovery plan (post emergency event) are effectively communicated to relevant stakeholders</p>	<p>A full description of how the organisation ensures the requirements within the business recovery plan (post emergency event) are effectively communicated to relevant stakeholders</p> <p>The response is supported with clear examples of communication methods and identifies all relevant stakeholders</p>	<p>An adequate description of how the organisation ensures the requirements within the business recovery plan (post emergency event) are communicated to relevant stakeholders</p> <p>The response is supported with an example of a communication method and identifies some relevant stakeholders</p>	<p>A basic outline of how the organisation communicates the requirements within the business recovery plan (post emergency event) to relevant stakeholders</p> <p>The response is supported with clear examples of communication methods and identifies all relevant stakeholders</p> <p>The response is not supported with any examples of communication methods and does not identify any relevant stakeholders</p>

<p>3.</p> <p>With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Explain how monitoring of work-related ill health (including mental health factors) is used to influence health, safety and wellbeing strategy and objectives</p>	<p>A full explanation of how the outcomes of monitoring work-related ill health (including mental health factors) is used to influence health, safety and wellbeing strategy and objectives</p> <p>The response is supported with relevant examples of monitoring processes and clear examples of outcomes influencing health, safety and wellbeing strategy and objectives</p>	<p>An adequate explanation of how the outcomes of monitoring work-related ill health (including mental health factors) is used to influence health, safety and wellbeing strategy or objectives</p> <p>The response is supported with an example of monitoring process and of an outcome influencing health, safety and wellbeing strategy or objectives</p>	<p>A basic outline of how the outcomes of monitoring work-related ill health (including mental health factors) is used to influence health, safety and wellbeing strategy or objectives</p> <p>The response is not supported with any example of monitoring process and of an outcome influencing health, safety and wellbeing strategy or objectives</p>
<p>4.</p> <p>With relevant reference to the outcomes from your recent Five Star Audit :</p> <p>Describe how operational risk factors are reflected within core health and safety competency requirements across all levels of the organisation</p>	<p>A full explanation of how operational risk factors are reflected within core health and safety competency requirements across all levels of the organisation</p> <p>The response is supported with several examples of competency requirements analysis together with examples of a clear link to operational risk factors</p>	<p>An adequate explanation of how operational risk factors are reflected within core health and safety competency requirements across some levels of the organisation</p> <p>The response is supported with an example of a competency requirements analysis together with an example of a clear link to an operational risk factor</p>	<p>A basic explanation of how operational risk factors are reflected within core health and safety competency requirements</p> <p>The response is not supported with any examples of competency requirements analysis or a link to any operational risk factors</p>