

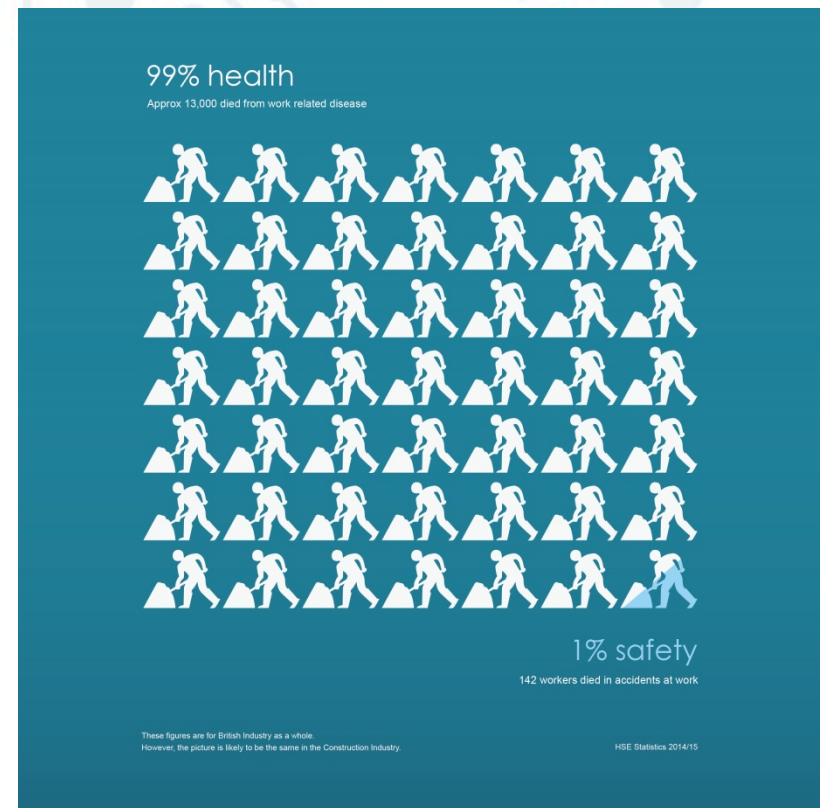


# The HI Management Standard

A self-assessment tool for managing workplace health risks in construction

# How do you ‘treat health like safety’?

- There is an increased awareness within the industry about the need to focus more on health, and ‘*treat health like safety*’.
- Adequate workplace health risk management is critical in reducing ill health and disease.
- But how do we manage these health risks effectively?
- **What does good look like?**



# Identify, assess and manage workplace health risks



The Health  
in Industry  
Management  
Standard

- The HI Management Standard is our response to the question of **what does good look like**.
- A simple self-assessment tool to help you identify, assess and manage health hazards in order to prevent or reduce the risk to worker health.



# How it works

- Developed through extensive stakeholder consultation.



- Based on the tried and tested Considerate Constructors Scheme assessment format.

1. Care about Appearance	Constructors should ensure sites appear professional and well managed
1.1 Does the external appearance of the site present a positive image of the industry?	First impressions, signage, enclosures, entrance, obstructions, mud, debris, litter, graffiti
1.2 Do the site appear well organised, clean and tidy?	Tidiness, organisation
1.3 Do the appearance of all facilities, stored materials, vehicles and plant make a positive impression?	Screening of facilities, remote compounds, organisation, layout and tidiness, supply chain
1.4 Does the appearance of the workforce project a positive impression?	Onsite dress code, offsite appearance, smoking
1.5 What actions are taken to keep the perimeter and surrounding areas clean, tidy and free of litter, mud and dust?	Inspection, public rubbish, prompt removal of spillages, dust prevention
1.6 What arrangements are in place to ensure that the public can see a site that is organised, clean and tidy?	Site waste, viewing points, vandalism, waste bins
1.7 How are compounds, waste and storage areas cleaned, managed and maintained?	Supervision, procedures, checklist
1.8 How does the site encourage the workforce to contribute to cleanliness and good housekeeping?	Workforce awareness, involvement
1.9 How is all smoking managed to avoid a negative impact on the public?	Guidance, discreet areas, ashtrays
1.10 How are company values, corporate identity and a positive industry image promoted?	Communication, guidance, branding, signage, websites, social media, corporate badging

Considerate Constructors

Question	Evidence	Score
Is worker health protection given the same recognition as safety?	WHP included in company EHS policy. WHP included alongside Safety in Health & Safety meetings / reporting / targets etc.	
Have you got a plan that outlines how you ensure worker health is protected?	Company EHS policy includes WHP. Any plans or documents (e.g. procedures) which show how you assess risks to hazardous agents and how exposure is prevented or controlled.	
Has a senior manager been given responsibility for WHP?	Individual at senior management level in the organisation formally recognised as responsible for WHP and making sure plans are implemented.	
Do people throughout the organisation know they have responsibility for WHP?	Responsibility for WHP identified at the start of new projects, at project and Site Level (and it is written down). WHP built into line management objectives.	

HI Management Standard

# The six leading indicators

- Uses a 6-point framework of good practice, with 6 leading indicators.
- For each indicator, you consider how your organisation is currently performing in each area, using the checklists and questions.
- Enables you to identify strengths and weaknesses, set priorities and develop action plans.



# Example: Leadership and Commitment

## What does good look like?

- Manage workplace health risks as an **integral element of delivering the business**, so it is part of the business strategy not just an add-on
- Put in place a **programme and procedures** that address all potential ill health and disease risks
- Designate named **management responsibility** and accountability for Worker Health Protection at company, project and site level
- Develop a **culture of prevention** through good practice, advocacy, positive intervention, supervision and contractor management



# Example: Leadership and Commitment

## Self-assessment questions

- Is worker health protection given the same recognition as safety?
- Have you got a plan that outlines how you ensure worker health is protected?
- Has a senior manager been given responsibility for WHP?
- Do people throughout the organisation know they have responsibility for WHP?
- Is the management of WHP promoted & encouraged in the organisation?
- Are site level supervisors engaged in the management of WHP?



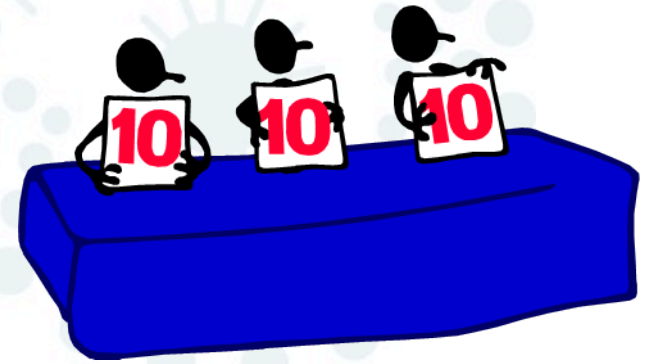
## Scoring

0 – No

1 – Yes but limited evidence

2 – Yes good evidence and expectation generally met

3 – Yes expectation met and examples of best practice





# Sample form

Company/Project/Site Name: Joe's Monuments

Question <sup>α</sup>	Evidence <sup>¶</sup> The wording below is given as a guide only: delete and replace with details of your own evidence when using this tool. <sup>α</sup>	Score <sup>α</sup>
Is worker health protection given the same recognition as safety? <sup>α</sup>	<i>Worker health protection is considered an integral part of the EHS program.<sup>¶</sup></i>	3 <sup>α</sup>
Have you got a plan that outlines how you ensure worker health is protected? <sup>¶</sup>	<i>Company EHS policy includes worker health protection as part of the overall policy but does not formalize periodic checks or updates<sup>¶</sup></i>	1 <sup>α</sup>
Has a senior manager been given responsibility for WHP? <sup>α</sup>	<i>There is only Joe and his 3 workers so yes.<sup>¶</sup></i>	2 <sup>α</sup>
Do people throughout the organisation know they have responsibility for WHP? <sup>α</sup>	<i>Worker health protection is looked upon as part of doing business and everyone accepts their responsibility.<sup>¶</sup></i>	2 <sup>α</sup>
Is the management of WHP promoted & encouraged in the organisation? <sup>α</sup>	<i>Worker health protection is promoted through the emphasis on care and compliance.<sup>¶</sup></i>	2 <sup>α</sup>
Are site level supervisors engaged in the management of WHP? <sup>α</sup>	<i>There is only Joe and his 3 workers so yes.<sup>¶</sup></i>	2 <sup>α</sup>

Other evidence of best practice:<sup>¶</sup>

Score (points per question)<sup>¶</sup>

- 0 No<sup>¶</sup>
- 1 Yes but limited evidence / implementation<sup>¶</sup>
- 2 Yes good evidence and expectation generally met<sup>¶</sup>
- 3 Yes expectation met and examples of best practice<sup>α</sup>

Total<sup>α</sup>

12<sup>α</sup>

# Example of a score sheet

Overall Assessment  
Company/Project/Site Name: Xxxxxx

Leading Indicator	Score			
	0-5	6-11	12-17	18+
Leadership & Commitment	0	0	12	0
Planning & Prevention	0	0	12	0
Risk Assessment	0	8	0	0
Control	0	0	12	0
Competency, Training & Behaviours	0	10	0	0
Programme Management	1	0	0	0

# Example of an action plan

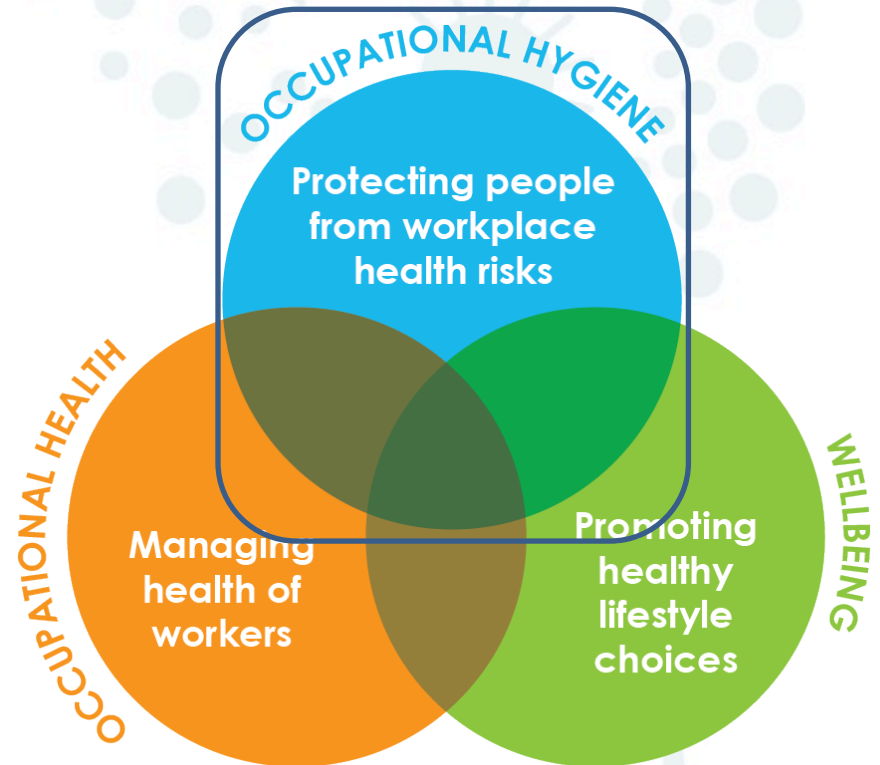
<b>Leadership and Commitment</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress.	Comments: 12
<b>Planning and Prevention</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress.	Comments: 12
<b>Risk Assessment</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress. Ensure controls are tested and sampling performed to ensure controls provide adequate protection.	Comments: 8
<b>Control</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress. Ensure controls are tested and sampling performed to ensure controls provide adequate protection.	Comments: 12
<b>Competency, Training and Behaviours</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress. Formalize training program to ensure both hazard recognition and PPE use, including maintenance and storage.	Comments: 10
<b>Programme Management</b>	Person responsible: Joe Review date: 09/30/2016
Action: Provide better documentation regarding program and its progress.	Comments: 1

# Identify, assess and manage workplace health risks



The Health  
in Industry  
Management  
Standard

- Identify strengths and weaknesses
- Set priorities
- Develop action plans
- Share with others to show your approach



# The HI Management Standard

- The tool is also available to download from
- [www.breathefreelyaustralia.org.au](http://www.breathefreelyaustralia.org.au)

