

APPENDIX H: HSC member questionnaire

Scrap Metal Recyclers: HSC Assessment



SCHOOL OF PUBLIC HEALTH
UNIVERSITY of WASHINGTON

Department of Environmental and Occupational Health Sciences

Please answer the following questions to the best of your ability. Your answers are confidential and will not be shared with your coworkers, supervisor, or other Health and Safety Committee members. You can choose not to answer specific questions.

Please tell us your name:

First:

Last:

Today's Date:

____/____/____

Job Title:

Please tell us about how you became a part of the Health and Safety Committee, and your thoughts about the Committee's organization, in questions 1 through 10.

1.	What year did you become a member of the Health and Safety Committee at SMR?	Year: _____
2.	How did you become a member of the Health and Safety Committee?	<input type="checkbox"/> I was elected by my coworkers <input type="checkbox"/> I was selected by management <input type="checkbox"/> I volunteered <input type="checkbox"/> Other, please explain _____
3.	Does the Health and Safety Committee have a chairperson?	<input type="checkbox"/> Yes <input type="checkbox"/> No → <i>Skip to question 5</i> <input type="checkbox"/> Don't know → <i>Skip to question 5</i>
4.	How is the Health and Safety Committee chairperson selected?	<input type="checkbox"/> Elected by Health and Safety Committee <input type="checkbox"/> Selected by management <input type="checkbox"/> Volunteer <input type="checkbox"/> Other, please explain _____ <input type="checkbox"/> Don't know
5.	How long does a term on the Health and Safety Committee last?	<input type="checkbox"/> 1 year or less <input type="checkbox"/> More than 1 year <input type="checkbox"/> Don't know
6.	Does the Health and Safety Committee have <u>authority to spend money</u> to make the workplace safer?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
7.	Has the Health and Safety Committee structure been <u>reviewed or revised</u> in the past two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
8.	How often does the Health and Safety Committee <u>actually meet</u> ?	<input type="checkbox"/> Less than once a quarter <input type="checkbox"/> Once a quarter <input type="checkbox"/> Once a month <input type="checkbox"/> More than once a month <input type="checkbox"/> Only as needed <input type="checkbox"/> Don't Know
9.	How long do Health and Safety Committee meetings usually last?	<input type="checkbox"/> Less than an hour <input type="checkbox"/> About an hour <input type="checkbox"/> More than an hour

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10. How often do you actually attend Health and Safety Committee meetings?
- ☐ Never or almost never
- ☐ Less than half of meetings
- ☐ About half of meetings
- ☐ More than half of meetings
- ☐ Always or almost always
-

Please tell us your thoughts about the roles and responsibilities of the Health and Safety Committee in questions 11 through 22.

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11. What is the role of the Health and Safety Committee?
- Check all that apply*
- ☐ Perform health & safety inspections
- ☐ Make health & safety rules
- ☐ Enforce health & safety rules
- ☐ Make health & safety recommendations
- ☐ Conduct health and safety training
- ☐ Other, please explain _____
-
12. As a Health and Safety Committee member, do you represent a specific group of workers or work area?
- ☐ Yes
- ☐ No → *Skip to question 14*
- ☐ Don't Know → *Skip to question 14*
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13. What is the group of workers or work area you represent?
- Please explain _____
-
14. Does the Health and Safety Committee regularly review records or reports on work-related injury and illnesses?
- ☐ Yes
- ☐ No
- ☐ Don't Know
-
15. Does management demonstrate its support to the Health and Safety Committee by providing resources, training, and time for committee activities?
- ☐ Yes
- ☐ No
- ☐ Don't Know
-
16. How often does management usually implement recommendations made by the Health and Safety Committee?
- ☐ Almost always
- ☐ Sometimes
- ☐ Rarely
- ☐ Never
- ☐ Don't know
-

17.	How often does management provide reasons when Health and Safety Committee recommendations <u>are not implemented</u> ?	<input type="checkbox"/> Almost always <input type="checkbox"/> Sometimes <input type="checkbox"/> Rarely <input type="checkbox"/> Never <input type="checkbox"/> Don't know
18.	When was the last time the Health and Safety Committee received any safety training?	<input type="checkbox"/> More than 1 year ago <input type="checkbox"/> Less than 1 year ago <input type="checkbox"/> Don't know
19.	Who provides <u>technical support and advice</u> on health and safety to the Health and Safety Committee? <i>Check all that apply.</i>	<input type="checkbox"/> Health & Safety Director <input type="checkbox"/> Private external consultant <input type="checkbox"/> Labor & Industries <input type="checkbox"/> No support available <input type="checkbox"/> Other, Please explain _____ <input type="checkbox"/> Don't know
20.	Does the Health and Safety Committee review safety issues before new machinery or new work processes are introduced into the workplace?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
21.	How often does the Health and Safety Committee participate in health and safety inspections?	<input type="checkbox"/> Weekly or more often <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly or less often <input type="checkbox"/> As needed <input type="checkbox"/> Don't know
22.	Which of these activities does the Health and Safety Committee participate in? <i>Check all that apply.</i>	<input type="checkbox"/> Health & safety inspections <input type="checkbox"/> Accident or near-miss investigations <input type="checkbox"/> Review of injury reports/OSHA logs <input type="checkbox"/> Other, Please explain _____ <input type="checkbox"/> Don't know

Please tell us your thoughts about how the Health and Safety Committee operates in questions 23 through 32.

23.	Is a written agenda developed before each Health and Safety Committee meeting?	<input type="checkbox"/> Yes <input type="checkbox"/> No → <i>Skip to question 25</i> <input type="checkbox"/> Don't know → <i>Skip to question 25</i>
24.	If yes, who selects the agenda items before the Health and Safety Committee meeting? <i>Check all that apply.</i>	<input type="checkbox"/> Management representatives on the HSC <input type="checkbox"/> Workers on the HSC <input type="checkbox"/> All members of the HSC <input type="checkbox"/> Health & Safety Director <input type="checkbox"/> Other _____ <input type="checkbox"/> Don't know
25.	How does the Health and Safety Committee select issues to discuss at committee meetings? <i>Check all that apply.</i>	<input type="checkbox"/> Worker suggestions <input type="checkbox"/> Management suggestions <input type="checkbox"/> Health & Safety Director suggestions <input type="checkbox"/> Accident reports <input type="checkbox"/> Near miss reports <input type="checkbox"/> Regular health and safety inspections <input type="checkbox"/> Informal communications from workers or supervisors <input type="checkbox"/> Other _____ <input type="checkbox"/> Don't know
26.	Is there a formal process in the Health and Safety Committee for <u>prioritizing</u> health and safety issues?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
27.	How often does the Health and Safety Committee record <u>minutes</u> at meetings?	<input type="checkbox"/> Always <input type="checkbox"/> Sometimes <input type="checkbox"/> Rarely or never <input type="checkbox"/> Don't know
28.	Does the Health and Safety Committee approve previous minutes at the beginning of every meeting?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
29.	Do Health and Safety Committee meetings take place <u>on paid work time</u> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know

30. How many Health and Safety Committee members <u>actively participate</u> during the meetings?	<input type="checkbox"/> All or almost all members <input type="checkbox"/> Most members <input type="checkbox"/> A few members <input type="checkbox"/> Only 1 or 2 members <input type="checkbox"/> Don't know
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31. Do individual Health and Safety Committee members have the authority to call a committee meeting when needed?	<input type="checkbox"/> No <input type="checkbox"/> Only some members have this authority <input type="checkbox"/> All members have this authority <input type="checkbox"/> Don't know
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32. How does the Health and Safety Committee <u>evaluate and/or assess</u> health and safety problems? <i>Check all that apply.</i>	<input type="checkbox"/> Worksite inspections <input type="checkbox"/> Worker interviews <input type="checkbox"/> Supervisor interviews <input type="checkbox"/> Other, please write _____ <input type="checkbox"/> Don't know
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Please tell us your thoughts about how the Health and Safety Committee communicates with management and workers in questions 33 through 37.

33. How does the Health and Safety Committee communicate to the <u>workers</u>? <i>Check all that apply.</i>	<input type="checkbox"/> Formal meetings <input type="checkbox"/> Informal meetings <input type="checkbox"/> Bulletin board <input type="checkbox"/> Newsletter or email <input type="checkbox"/> Word of mouth <input type="checkbox"/> Other, please write _____ <input type="checkbox"/> Don't know
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34. How does the Health and Safety Committee communicate with <u>management</u>? <i>Check all that apply.</i>	<input type="checkbox"/> Formal meetings <input type="checkbox"/> Informal meetings <input type="checkbox"/> Bulletin board <input type="checkbox"/> Newsletter or email <input type="checkbox"/> Other, please write _____ <input type="checkbox"/> Doesn't communicate with workers <input type="checkbox"/> Don't know
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35. Is there written communication from the Health and Safety Committee to management?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
36. How does <u>management</u> communicate with the Health and Safety Committee? <i>Check all that apply.</i>	<input type="checkbox"/> Management representative on committee <input type="checkbox"/> Memos <input type="checkbox"/> Formal meetings <input type="checkbox"/> Informal discussion with committee members <input type="checkbox"/> Other, please write _____ <input type="checkbox"/> Don't know
37. How do <u>workers</u> communicate health and safety issues/problems to the Health and Safety Committee? <i>Check all that apply.</i>	<input type="checkbox"/> Suggestion box <input type="checkbox"/> Through supervisor <input type="checkbox"/> Through Health & Safety Director <input type="checkbox"/> Through hazards reporting box <input type="checkbox"/> Other, please write _____ <input type="checkbox"/> Don't know

Please tell us about your perceptions of the Health and Safety Committee in questions 38 through 49. For these questions, please tell us how much you agree or disagree with each statement. Marking 1 indicates that you “strongly disagree” with the statement, 3 means you “neither agree nor disagree,” and 5 means you “strongly agree” with the statement.

	Strongly disagree ↓		Neither agree nor disagree ↓		Strongly agree ↓		Don't know ↓
38. <u>Workers</u> influence the activities of the Health and Safety Committee.	1	2	3	4	5		NA
39. <u>Management</u> influences the activities of the Health and Safety Committee.	1	2	3	4	5		NA
40. The Health and Safety Committee is effective in <u>helping prevent</u> accidents, illnesses, and injuries.	1	2	3	4	5		NA
41. The Health and Safety Committee is effective in <u>identifying</u> significant hazards and problems.	1	2	3	4	5		NA
42. The Health and Safety Committee is effective in <u>correcting or resolving</u> safety issues.	1	2	3	4	5		NA

43.	<u>Workers are aware</u> of the Health and Safety Committee.	1	2	3	4	5	NA
44.	Workers have <u>confidence</u> in the ability of the Health and Safety Committee to make the workplace safe.	1	2	3	4	5	NA
45.	Communication <u>from the Health and Safety Committee to the workers</u> is effective.	1	2	3	4	5	NA
46.	Communication <u>from the Health and Safety Committee to management</u> is effective.	1	2	3	4	5	NA
47.	Workers are <u>comfortable</u> bringing safety issues to the Health and Safety Committee.	1	2	3	4	5	NA
48.	Language barriers prevent some workers from <u>participating</u> in the Health and Safety Committee.	1	2	3	4	5	NA
49.	Language barriers prevent some workers from <u>bringing safety issues or problems</u> to the Health and Safety Committee.	1	2	3	4	5	NA

THANK YOU FOR COMPLETING THIS SURVEY!