

**Editor's note and instructions:** The following form (OSHA Form 33) is used by OSHA's On-Site Consultation Service to review an employer's safety and health management program. It may also be helpful as a management tool to perform a self assessment.

## Safety and Health Program Assessment Worksheet

<b>Request Number</b>		<b>Visit Number</b>		<b>Visit Date</b>	
<b>Employer</b>				<b>File No.</b>	

**Overall Score (circle one):**      0      1      2      3

Legend:    0 = No;    1 = No, Needs major improvement;    2 = Yes, Needs minor improvement;    3 = Yes;  
 NA = Not Applicable;    NE = Not Evaluated;    \* = Stretch Items Attribute of Excellence

### 1. Hazard Anticipation and Detection

1. A comprehensive, baseline hazard survey has been conducted within the past five (5) years.	0	1	2	3	NA	NE
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Comments:

2. Effective safety and health self-inspections are performed regularly.	0	1	2	3	NA	NE
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Comments:

3. Effective surveillance of established hazard controls is conducted.	0	1	2	3	NA	NE
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Comments:

4. An effective hazard reporting system exists.	0	1	2	3	NA	NE
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Comments:

5. Change analysis is performed whenever a change in facilities, equipment, materials, or processes occurs.	0	1	2	3	NA	NE
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Comments:

6. Accidents are investigated for root causes.	0	1	2	3	NA	NE
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Comments:

7. Material Safety Data Sheets are used to reveal potential hazards associated with chemical products in the workplace.	0	1	2	3	NA	NE
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Comments:

8. Effective job hazard analysis is performed.	0	1	2	3	NA	NE
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Comments:

9. Expert hazard analysis is performed.	0	1	2	3	NA	NE
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Comments:

10. *Incidents are investigated for root causes.	0	1	2	3	NA	NE
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Comments:

## 2. Hazard Prevention and Control

11. Feasible engineering controls are in place.

0

1

2

3

NA

NE

Comments:

12. Effective safety and health rules and work practices are in place.

0

1

2

3

NA

NE

Comments:

13. Applicable OSHA-mandated programs are effectively in place.

0

1

2

3

NA

NE

Comments:

14. Personal protective equipment is effectively used.

0

1

2

3

NA

NE

Comments:

15. Housekeeping is properly maintained.

0

1

2

3

NA

NE

Comments:

16. The organization is properly prepared for emergency situations.

0

1

2

3

NA

NE

Comments:

17. The organization has an effective plan for providing competent emergency medical care to employees and others present at the site.	0	1	2	3	NA	NE
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Comments:

18. *Effective preventive maintenance is performed.	0	1	2	3	NA	NE
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Comments:

19. An effective procedure for tracking hazard correction is in place.	0	1	2	3	NA	NE
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Comments:

**3. Planning and Evaluation**

20. Workplace injury/illness data are effectively analyzed.	0	1	2	3	NA	NE
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Comments:

21. Hazard incidence data are effectively analyzed.	0	1	2	3	NA	NE
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Comments:

22. A safety and health goal and supporting objectives exist.	0	1	2	3	NA	NE
Comments:						
23. An action plan designed to accomplish the organizations safety and health objectives is in place.	0	1	2	3	NA	NE
Comments:						
24. A review of in-place OSHA-mandated programs is conducted at least annually.	0	1	2	3	NA	NE
Comments:						
25. *A review of the overall safety and health management system is conducted at least annually.	0	1	2	3	NA	NE
Comments:						
<b>4. Administration and Supervision</b>						
26. Safety and health program tasks are each specifically assigned to a person or position for performance or coordination.	0	1	2	3	NA	NE
Comments:						

27. Each assignment of safety and health responsibility is clearly communicated.	0	1	2	3	NA	NE
Comments:						
28. *An accountability mechanism is included with each assignment of safety and health responsibility.	0	1	2	3	NA	NE
Comments:						
29. Individuals with assigned safety and health responsibilities have the necessary knowledge, skills, and timely information to perform their duties.	0	1	2	3	NA	NE
Comments:						
30. Individuals with assigned safety and health responsibilities have the authority to perform their duties.	0	1	2	3	NA	NE
Comments:						
31. Individuals with assigned safety and health responsibilities have the resources to perform their duties.	0	1	2	3	NA	NE
Comments:						

32. Organizational policies promote the performance of safety and health responsibilities.	0	1	2	3	NA	NE
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Comments:

33. Organizational policies result in correction of non-performance of safety and health responsibilities.	0	1	2	3	NA	NE
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Comments:

**5. Safety and Health Training**

34. Employees receive appropriate safety and health training.	0	1	2	3	NA	NE
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Comments:

35. New employee orientation includes applicable safety and health information.	0	1	2	3	NA	NE
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Comments:

36. Supervisors receive appropriate safety and health training.	0	1	2	3	NA	NE
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Comments:

37. *Supervisors receive training that covers the supervisory aspects of their safety and health responsibilities.	0	1	2	3	NA	NE
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Comments:

38. Safety and health training is provided to managers.	0	1	2	3	NA	NE
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Comments:

39. *Relevant safety and health aspects are integrated into management training.	0	1	2	3	NA	NE
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Comments:

**6. Management Leadership**

40. Top management policy establishes clear priority for safety and health.	0	1	2	3	NA	NE
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Comments:

41. Top management considers safety and health to be a line rather than a staff function.	0	1	2	3	NA	NE
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Comments:



42. *Top management provides competent safety and health staff support to line managers and supervisors.	0	1	2	3	NA	NE
Comments:						
43. Managers personally follow safety and health rules.	0	1	2	3	NA	NE
Comments:						
44. Managers delegate the authority necessary for personnel to carry out their assigned safety and health responsibilities effectively.	0	1	2	3	NA	NE
Comments:						
45. Managers allocate the resources needed to properly support the organizations safety and health system.	0	1	2	3	NA	NE
Comments:						
46. Managers assure that appropriate safety and health training is provided.	0	1	2	3	NA	NE
Comments:						

47. Managers support fair and effective policies that promote safety and health performance.	0	1	2	3	NA	NE
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Comments:

48. Top management is involved in the planning and evaluation of safety and health performance.	0	1	2	3	NA	NE
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Comments:

49. Top management values employee involvement and participation in safety and health issues.	0	1	2	3	NA	NE
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Comments:

**7. Employee Participation**

50. There is an effective process to involve employees in safety and health issues.	0	1	2	3	NA	NE
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Comments:

51. Employees are involved in organizational decision making in regard to safety and health policy.	0	1	2	3	NA	NE
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Comments:

52. Employees are involved in organizational decision making in regard to the allocation of safety and health resources.	0	1	2	3	NA	NE
Comments:						
53. Employees are involved in organizational decision making in regard to safety and health training.	0	1	2	3	NA	NE
Comments:						
54. Employees participate in hazard detection activities.	0	1	2	3	NA	NE
Comments:						
55. Employees participate in hazard prevention and control activities.	0	1	2	3	NA	NE
Comments:						
56. *Employees participate in the safety and health training of co-workers.	0	1	2	3	NA	NE
Comments:						
57. Employees participate in safety and health planning activities.	0	1	2	3	NA	NE
Comments:						

58. Employees participate in the evaluation of safety and health performance.	0	1	2	3	NA	NE
Comments:						