

SAFETY OBSERVATIONS QUALITY ASSESSMENT



Guidance on using this scorecard and rating a safety observation is provided on the reverse side.

| | STATEMENT | WEIGHT | TRUE = 1 FALSE = 0 | WEIGHTED SCORE |
|----|---|--------|-----------------------|-------------------|
| | <i>EXAMPLE</i> | 2 | 0 | 2*0=0 |
| 1 | Introduced themselves and stated the purpose of their visit. | 3 | | |
| 2 | Asked open-ended questions to understand the tasks, environment, and controls. | 5 | | |
| 3 | Inquired about any hazards that were not discussed during pre-job meeting. | 4 | | |
| 4 | Used best practices to identify and prioritize life-threatening hazards. | 4 | | |
| 5 | Confirmed the presence and adequacy of direct controls for all life-threatening hazards. | 5 | | |
| 6 | Confirmed that the required documentation was completed for all life-threatening hazards and direct controls. | 4 | | |
| 7 | Checked and verified the quality of required equipment and tools. | 3 | | |
| 8 | Confirmed that workers have the resources they need to operate safely. | 4 | | |
| 9 | Identified and discussed expected behavior associated with life-threatening hazards. | 3 | | |
| 10 | Confirmed that workers followed any recommendations from previous assessments. | 3 | | |
| 11 | Engaged in an active dialogue with workers about site safety. | 3 | | |
| 12 | Provided coaching and/or positive reinforcement to the workers. | 4 | | |
| 13 | Verified understanding of feedback provided by the workers by summarizing what was learned. | 3 | | |
| 14 | Was attentive during the engagement. | 3 | | |
| | TOTAL WEIGHTED SCORE (sum weighted scores for items 1 through 14) | | | |

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CONSTRUCTION
SAFETY RESEARCH ALLIANCE

This page provides example characteristics of a high-quality safety observation. This is not a comprehensive list and the observer should use their best judgement when scoring.

CONSTRUCTION
SAFETY RESEARCH ALLIANCE

| | | |
|----|---|--|
| 1 | Introduced themselves and stated the purpose of their visit. | <input type="checkbox"/> Introduced themselves and described the purpose of the observation. |
| 2 | Asked open-ended questions to understand the tasks, environment, and controls. | <input type="checkbox"/> Asked open-ended questions about the planned work, major steps involved, and anticipated outcomes. |
| 3 | Inquired about any hazards that were not discussed during pre-job meeting. | <input type="checkbox"/> Asked open-ended questions of the workers to determine if and how the work process or environment has changed since the pre-job safety meeting. |
| 4 | Used best practices to identify and prioritize life-threatening hazards. | <input type="checkbox"/> All hazards with potential to cause serious injury or fatality were identified using best practices (e.g., energy wheel, high-energy analysis). |
| 5 | Confirmed the presence and adequacy of direct controls for all life-threatening hazards. | <input type="checkbox"/> Confirmed that a direct control was available and functional for every life-threatening hazard. <input type="checkbox"/> Verified that no changes to the direct controls were made without communication and approval. <input type="checkbox"/> If a direct control is missing or inadequate, the work was stopped immediately and was not re-started until an adequate control was installed. <input type="checkbox"/> Discussed and evaluated what safeguards are place in case a primary control fails. |
| 6 | Confirmed that the required documentation was completed for all life-threatening hazards and direct controls. | <input type="checkbox"/> Confirmed that all required inspections and verifications were completed. <input type="checkbox"/> Confirmed that the workers had obtained required permits. <input type="checkbox"/> Confirmed that required safety documentation was complete. |
| 7 | Checked and verified the quality of required equipment and tools. | <input type="checkbox"/> Visually verified that key tools and equipment are functioning properly. <input type="checkbox"/> Discussed the appropriate methods for using key equipment. <input type="checkbox"/> Reviewed documentation for any inspections of key equipment. |
| 8 | Confirmed that workers have the resources they need to operate safely. | <input type="checkbox"/> Discussed the availability of safety resources on site. <input type="checkbox"/> Inquired about challenges workers face in acquiring safety resources. |
| 9 | Identified and discussed expected behavior associated with life-threatening hazards. | <input type="checkbox"/> Identified and discussed appropriate behaviors associated with life-threatening hazards (e.g., following safe work practices). |
| 10 | Confirmed that workers followed any recommendations from previous assessments. | <input type="checkbox"/> Asked front-line supervisors and workers to share the recommendations provided to them in previous observations. <input type="checkbox"/> Asked front-line supervisors and workers how they responded to previous recommendations. |
| 11 | Engaged in an active dialogue with workers about site safety. | <input type="checkbox"/> Asked workers to share their general views about site safety. <input type="checkbox"/> Shared observations of site safety with the workers. |
| 12 | Provided coaching and/or positive reinforcement to the workers. | <input type="checkbox"/> Provided positive reinforcement for positive observations. <input type="checkbox"/> Provided coaching when deficiencies were observed. <input type="checkbox"/> Suggested resources that may aid workers in working more safely. |
| 13 | Verified understanding of feedback provided by the workers by summarizing what was learned. | <input type="checkbox"/> Asked workers to share safety challenges they may be facing. <input type="checkbox"/> Repeated the concerns shared and how they will be addressed. <input type="checkbox"/> Thanked the workers for providing feedback. <input type="checkbox"/> Provided workers with information on how to contact the upper management to share future feedback. |
| 14 | Was attentive during the engagement. | <input type="checkbox"/> Actively avoided any distractions like their phone or paperwork. <input type="checkbox"/> Asked follow-up questions and verbally acknowledged what was shared. <input type="checkbox"/> Addressed workers by their names. |