



# SAFETY CULTURE SURVEY- FREAS Employees: QUESTIONNAIRE

## **Instructions:**

This survey has been developed to assess attitudes towards safety within FREAS and what we can do to make improvements. It is being administered by the University's Office of Institutional Research and Effectiveness and only a summary of findings will be communicated to the FREAS and Environmental Health and Safety Departments. This survey is anonymous; please do not write your name anywhere on the survey. If you would prefer to take the survey on a computer, tablet, or smartphone, an electronic version is available via the email announcement regarding this survey. Please only take the survey once.

Remember: we are not looking for right or wrong answers. We want to know your thoughts about the safety culture of this organization. The survey will take approximately 10 minutes to complete.

**Please answer the following questions about your current employment at the University of Delaware.**

The structure of your compensation:

Hourly	<input type="checkbox"/>
Salary	<input type="checkbox"/>

Your department:

Maintenance and Operations	<input type="checkbox"/>
Custodial Services	<input type="checkbox"/>
University Services (Delivery, Moving, Mail, Grounds, Pest Control)	<input type="checkbox"/>
Auxiliary Services (Bookstore, Conference, Dining, Parking, Transportation, Printing)	<input type="checkbox"/>
Other (Finance & Admin, Real Estate, PPD, SEE, IS)	<input type="checkbox"/>

The length of your service at UD (in any department):

Less than 1 year	<input type="checkbox"/>
1 – 10 years	<input type="checkbox"/>
11-20 years	<input type="checkbox"/>
21-30 years	<input type="checkbox"/>
More than 30 years	<input type="checkbox"/>

## Training and Supervision

Indicate the frequency of each of the following statements regarding employee training and supervision.

	Never	Sometimes	Always
1. New employees receive employee orientation training before they begin their job.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Employees are trained in safe work procedures or Job Hazards Analyses (JHAs) for their job.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. Managers/supervisors make sure that employees can do their job safely.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. Managers/supervisors make sure that employees are aware of safety issues.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

## Safe Work Procedures

5. Select the statement that most accurately reflects the University's approach to safe work procedures.	The University has safe work procedures or Job Hazard Analyses (JHAs) for <u>all</u> task-based activities in my area that have safety risks.	<input type="checkbox"/>
	The University has safe work procedures or Job Hazard Analyses (JHAs) for <u>most</u> task-based activities in my area that have safety risks.	<input type="checkbox"/>
	The University has safe work procedures or Job Hazard Analyses (JHAs) for <u>some</u> task-based activities in my area that have safety risks.	<input type="checkbox"/>
	The University does <u>not have any</u> safe work procedures or Job Hazard Analyses (JHAs) for task-based activities in my area that have safety risks.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>
6. Select the statement that most accurately reflects the University's approach to updating safe work procedures.	The University regularly reviews and updates safe work procedures.	<input type="checkbox"/>
	Some of the safe work procedures at the University are not up-to-date.	<input type="checkbox"/>
	The University does not update any of the safe work procedures.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>

**Indicate the frequency of each of the following statements regarding safe work procedures.**

	Never	Sometimes	Always	Not Applicable
7. I feel represented in reviewing safe work procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. FREAS employees follow safe work procedures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. FREAS employees have enough time to learn about safe work procedures.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
10. FREAS does a risk assessment (JHA, SOP, job plan) when we start a new process or when a process is changed.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

**Consultation**

11. Select the statement that most accurately reflects the communication process between managers/supervisors and employees.	Managers/supervisors communicate with employees and listen to us about health and safety.	<input type="checkbox"/>
	Employees have a way of communicating with managers/supervisors about health and safety, but it does not work very well.	<input type="checkbox"/>
	Employees do not have a way of communicating with managers/supervisors about health and safety.	<input type="checkbox"/>
	Not applicable	<input type="checkbox"/>

12a. Does your department have a safety committee member or safety representative?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	I am not sure	<input type="checkbox"/>

12b. Do you know who your department's safety committee member or safety representative is?	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	I am not sure	<input type="checkbox"/>

**Indicate the frequency of each of the following statements regarding employee consultation with health and safety.**

	Never	Sometimes	Always	Not Applicable
13. Employees (or our Union representatives) are involved in safety matters*.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. My manager/supervisor takes notice of what employees say about safety.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
15. Employees receive feedback (e.g., minutes, tool box talks, huddles, etc.) regarding our safety issues in a timely manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16. I am recognized by my manager/supervisor for working safely.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*Safety matters include the following issues:

Risk assessment involves assessing the significance of a hazard in terms of the probability or likelihood of injury, illness or damage that it may cause, and the severity of the consequences that may result if nothing is done about it. It is an evaluation of the health and safety risks involved in using substances or processes in the workplace. Its purpose is to obtain information and make decisions about the appropriate management of a hazard and assists in determining the measures thought necessary to control the risk.

A hazard report is the notification of an incident or anything (including work practices or procedures) that has the potential to harm the health or safety of a person or damage plant. A hazard reporting system is used to identify, notify and manage hazards in the workplace.

A safety audit is a systematic and periodic inspection of the workplace to evaluate the implementation and effectiveness of the OHS management system.

Workplace inspections are regular, systematic, physical inspections of the workplace by managers, supervisors, OHS committees and OHS representatives. Inspections make use of observation, checklists and discussion to identify workplace hazards.



## Reporting Safety

Indicate the frequency of each of the following statements regarding reporting safety.

	Never	Sometimes	Always	Not Applicable
17. FREAS has specific safety reporting procedures for incidents and issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
18. FREAS employees report safety incidents (Injury, Near Miss, Spill, Fire, Property Damage, Failure of Emergency Equipment).	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
19. FREAS employees are encouraged to report all safety incidents.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
20. FREAS employees are encouraged to report near misses.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
21. My manager/supervisor follows up on safety incident reports.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
22. Safe work procedures are reviewed or updated if there is a safety incident report.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23. Safety training is reviewed or updated if there is a safety incident report.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
24. If employees report a serious problem where someone could get hurt, a solution is implemented to fix the problem as soon as possible.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25. I feel there will be retaliation if I report a safety issue.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Management Commitment

26. Which of the following statements would apply to you if you did not follow a safety instruction at work?  (select all that apply)	I would feel like I was letting my team down.	<input type="checkbox"/>
	If I didn't follow a safety instruction, I might get away with it with some managers/supervisors.	<input type="checkbox"/>
	No one would really care if I did not follow a safety instruction.	<input type="checkbox"/>

**Indicate the frequency of each of the following statements regarding management's commitment to employee safety.**

	Never	Sometimes	Always	Not Applicable
27. Managers/supervisors understand what <u>employees</u> should do regarding safety.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28. Managers/supervisors understand what <u>they</u> should do regarding safety.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
29. My manager/supervisor gets involved in safety issues.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
30. My manager/supervisor uses the proper procedures regarding safety matters*.	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
31. I believe that my health and safety matter at UD.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*Safety matters include the following issues:

Risk assessment involves assessing the significance of a hazard in terms of the probability or likelihood of injury, illness or damage that it may cause, and the severity of the consequences that may result if nothing is done about it. It is an evaluation of the health and safety risks involved in using substances or processes in the workplace. Its purpose is to obtain information and make decisions about the appropriate management of a hazard and assists in determining the measures thought necessary to control the risk.

A **hazard report** is the notification of an incident or anything (including work practices or procedures) that has the potential to harm the health or safety of a person or damage plant. A hazard reporting system is used to identify, notify and manage hazards in the workplace.

**A safety audit** is a systematic and periodic inspection of the workplace to evaluate the implementation and effectiveness of the OHS management system.

**Workplace inspections** are regular, systematic, physical inspections of the workplace by managers, supervisors, OHS committees and OHS representatives. Inspections make use of observation, checklists and discussion to identify workplace hazards.

**Indicate your level of agreement with each of the following statements regarding University resources.**

**34. On a scale from 0-10, how much of a priority is safety at the University of Delaware?**

(Circle your answer)

Low Priority	High Priority								
1	2	3	4	5	6	7	8	9	10

**Injury Management and Return to Work**

35. Select the statement that most accurately reflects your experience with <u>talking about</u> injuries at work.	If I get injured at work, I know who I should talk to about what to do.	<input type="checkbox"/>
	I am not sure who to talk to about injuries at work, but I think someone in FREAS could tell me.	<input type="checkbox"/>
	There is no one available to talk about injuries at work.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>
36. Select the statement that most accurately reflects your experience with <u>reporting</u> injuries at work.	Employees are expected to report <u>all</u> work injuries to their manager/supervisor.	<input type="checkbox"/>
	Employees are expected to only report <u>serious</u> work injuries to their manager/supervisor.	<input type="checkbox"/>
	Employees are <u>not</u> expected to report work injuries to their manager/supervisor.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>
37. Is there any information about injury management on display in your department/ work setting?	Yes, there is information on display.	<input type="checkbox"/>
	No, there is not any information on display.	<input type="checkbox"/>
	I am unsure whether or not there is information on display.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>
38. Select the statement that most accurately reflects your understanding of Environmental Health & Safety (EHS).	I know what the EHS Department does and the services it provides.	<input type="checkbox"/>
	I know some of the services the EHS Department provides.	<input type="checkbox"/>
	I don't know what services the EHS Department provides.	<input type="checkbox"/>
	Not applicable.	<input type="checkbox"/>

**39. Please provide any other comments or suggestions about health and safety procedures and improvement at the University of Delaware:**

---



---



---



---



---

Thank you for your time and cooperation.

Please send completed surveys to Jennifer Snyder, UD Office of Institutional Research & Effectiveness, 332 Hullihen Hall