

What practitioners do

A survey of UK Registered Safety Practitioners to determine their roles and tasks

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Executive summary

This report details the UK involvement in a multinational study by the European Network of Safety and Health Practitioner Organisations (ENSHPO) into the role and tasks of occupational safety and health (OSH) practitioners, the aim of which is to collect comparative data by using a standard questionnaire. The objectives of the multinational study are:

- to investigate any gaps between regulations and actual OSH practitioner work
- to compare the level and range of tasks performed by OSH professionals across countries to aid mutual recognition of qualifications and assessment of which training experiences are transferable
- to investigate different profiles within the OSH profession, within or between countries, which have different training requirements
- to form a stronger basis for deriving learning objectives for each country's OSH courses and eventually (if the study could be extended) to group course members from different professions together for training based on similarities in required competence.

Twelve countries have participated in the study so far: Australia, Austria, Cyprus, Finland, Germany, Italy, the Netherlands, Norway, Poland, Portugal, Switzerland and the UK; a further 10 countries are considering participation: Belgium, Bulgaria, the Czech Republic, Denmark, Estonia, France, the Republic of Ireland, Singapore, Spain and Sweden. In 2004, Professor Andrew Hale produced conference papers describing the international study (Hale & Ytrehus, 2004) and the initial comparative results from seven countries (Hale *et al.*, 2004). This report begins with an introduction and background briefly explaining the UK legal requirement for competent health and safety assistance and how this is delivered; UK employment and OSH trends; and the role of the Institution of Occupational Safety and Health (IOSH) and OSH practitioners. In the sections that follow, the aims and methodology of the study are described, including questionnaire content; sample group selection; distribution to 2,700 Registered Safety Practitioners (RSPs) in 2003 and response rate (60%); and the establishment of the UK dataset and cross-tabulations.

The report presents the UK data from 1,621 RSP respondents, 67.4% of whom worked in industry/services, 29.4% as/for external consultants or advisory bodies and the remainder (3.2%) for insurance companies or 'other'. Of those who indicated their job titles, around 40% were in the director/manager group and over half in the adviser/consultant group. Interestingly, 16% had job titles that included 'environment' or 'quality' or both; and also nearly 5% of titles included 'risk', with several including 'fire' or 'security'. Around 90% of respondents cover more than one site or company and over a fifth of these cover sites in more than one country. Also, 80% of lone advisers working in industry/services cover more than one site or company.

The majority of respondents were male (89%) and the average age was around 49 years, with 19% younger than 40 and nearly half over 50. Almost all respondents had worked as safety professionals for more than five years and over half had been with their current employer for more than five years. Nearly all respondents had either university or further education levels of education: almost half had a safety qualification gained at university level and over half had higher education diplomas or equivalent.

In respect of working hours, 85.4% of respondents worked full-time, with a greater proportion of female respondents (19.7%) working part-time than male (13.6%), and more than two-thirds of the part-time group were aged over 50 years. The average number of reported hours worked by each person in the part-time group was 21.5 per week.

The results cover the most commonly and frequently performed tasks (37), encountered hazards (18) and contacts (13), and the cross-tabulation analysis.

The most commonly and frequently performed tasks, in descending order, were:

- | | |
|--|---|
| 1 Read professional safety literature | 19 Keep statistics about accidents and incidents |
| 2 Investigate/evaluate workplace or plant risks | 20 Develop the company's safety management system |
| 3 Inform/discuss with line managers | 21 Attend courses or workshops about safety subjects |
| 4 Inform/discuss with first line supervisors | 22 Monitor the correct use of PPE |
| 5 Exchange knowledge with colleagues at local or national level | 23 Risk analysis of projects, designs or activities |
| 6 Inform/discuss with employees | 24 Give instruction on machines, processes or workplaces |
| 7 Inform/discuss with top management | 25 Perform job safety analyses |
| 8 Make recommendations from investigations | 26 Lead or advise on organisational change |
| 9 Conduct workplace inspections | 27 Conduct audits of the safety management system |
| 10 Check compliance of machines, processes and workplaces | 28 Develop company policy on machines, processes or workplaces |
| 11 Check company policy conforms to legal rules and regulations | 29 Publish safety info in newsletter or other medium |
| 12 Investigate accidents or incidents | 30 Design safety training programmes/workshops |
| 13 Give safety training/courses/workshops | 31 Conduct workplace audits of safe behaviour |
| 14 Monitor the functioning of the safety management system | 32 Propose improvements to the safety culture |
| 15 Inform/discuss with safety representatives or committee | 33 Assess the safety culture |
| 16 Propose improvements to the safety management system | 34 Check compliance for dangerous materials |
| 17 Specify safety measures for machines, processes or workplaces | 35 Develop company policy for sustainable processes or products |
| 18 Develop procedures for machines, processes or workplaces | 36 Advise employer or employee about damage or injury claims |
| | 37 Design performance indicators for the safety management system |

The most commonly and frequently encountered hazards, in descending order, were:

- | | |
|-------------------------------|---|
| 1 Lifting | 10 Other physical workload |
| 2 Human errors | 11 Noise |
| 3 Working posture | 12 Mental workload/stress |
| 4 Falls | 13 Cold or heat |
| 5 VDUs | 14 Toxic and carcinogenic substances |
| 6 Fire | 15 Road/transport safety |
| 7 Machinery and installations | 16 Lighting |
| 8 Electricity | 17 Accidents to patients, passengers, students, clients |
| 9 Vehicles | 18 External safety |

The most commonly and frequently made contacts, in descending order, were:

- | | |
|---|---|
| 1 Line management | 8 Visitors |
| 2 Employees | 9 Works council or equivalent |
| 3 Top management | 10 Professional association |
| 4 Personnel department | 11 Financial division |
| 5 Safety committee or safety representative | 12 Trade union official (local or national) |
| 6 Technical/maintenance service | 13 Quality department |
| 7 Safety officers of other organisations | |

The study establishes the diversity and complexity of the UK practitioner's role and, in the conclusions and discussion, highlights potential areas for further research, including:

- Continuing Professional Development (CPD) and training – as the UK sample consisted entirely of RSPs, the qualification levels and diversity of tasks, hazards and contacts were not unexpected, but may provide a basis for research into the adequacy of CPD and training
- gender split – as the male to female ratio of respondents (8:1) does not reflect the almost equal national ratio for 'associate professional and technical' and 'professional' occupations, research into why females are less represented as RSPs than males could be undertaken

- sufficient coverage – in this study, 184 respondents (11%) were lone advisers working in industry/services. Of this group, three-quarters covered more than 250 people; nearly a third covered more than 1,000 and 9% covered more than 5,000. Also, 80% of lone advisers in industry/services covered more than one site or company. Although the respondent numbers involved were small – whether practitioner numbers are sufficient for a particular situation is determined by many factors, including: hazard/risk profile; the number of sites and employees covered; and also their geographic spread – these findings could indicate a key area for further research.

The initial results from seven European countries, including the UK, show both similarities and differences between the study groups. The UK sampled its highest competence group, securing by far the highest response rate and respondent numbers, with respondents reporting the highest professional qualification levels and the broadest range of tasks and hazards. It is intended that reports from participating countries will be posted on the ENSHPO website at www.enshpo.org.

1 Introduction and background

1.1 OSH management

In the UK system, responsibility for OSH management rests with employers and the self-employed who, under the Health and Safety at Work etc Act 1974, are required to reduce risks 'so far as is reasonably practicable', ie until the taking of further measures would be grossly disproportionate to the residual risk. In 1991, the HSE first published *Successful health and safety management* (HS(G)65), which has been subsequently revised and amended (HSE, 2000). Based on the 'plan, do, check, act' principle, it describes the five key system elements of policy, organising, planning and implementation, measuring performance, and audit and review. The Management of Health and Safety at Work Regulations (MHSWR), first introduced in 1992, require employers to set up an effective OSH management system to implement their OSH policy and to have access to competent assistance in applying the provisions of OSH law. The government's guidance explains that employers should ideally appoint someone competent within their workforce to this role or, if not feasible, engage a competent external service provider (possibly using both internal and external resources). For an individual to be deemed competent to give OSH assistance, the MHSWR state that he or she should have 'sufficient training and experience or knowledge and other qualities to enable him properly to assist in undertaking the measures'.

In addition to general OSH advice, employers may also need the services of different specialists, such as ergonomists, hygienists, occupational health (OH) nurses, OH physicians and physiotherapists. The MHSWR were introduced to implement Council Directive 89/391/EEC (EC, 1989) and heralded a new approach to the management of OSH risk. This had a significant effect on the demand for OSH practitioners and led to a corresponding growth in IOSH membership, from 6,555 members in 1990 to 27,650 in 2004.

1.2 Work in the UK

The UK has a working population of 27.9 million people, employed in 29.6 million jobs. Workforce jobs by industry in the UK can be broadly divided into three categories:

- agriculture and fishing (1.4%)
- industries (20%), including energy and water, manufacturing and construction
- services (78.6%), including distribution, hotels and restaurants, transport and communication, finance and business, public administration, education and health. (ONS, 2003)

In recent decades, UK workplaces and the world in which they operate have changed significantly. There are fewer large firms and many more small ones. Of the estimated 4 million UK businesses in 2003, 99% employ fewer than 50 people, though nearly half of the workforce is employed in large organisations. There has been a change in the employment profile, with a decline in manufacturing and a growth in the service sector, increased part-time working and women now making up nearly half of the workforce. It is interesting to note that, in the past 20 years, finance and business services have increased by nearly 87%, while manufacturing has declined by over 30% (see Table 1). Other factors to be considered include: OSH issues associated with increases in downsizing and outsourcing; new immigrant workers; older workers; young people on work experience or vocational training; mobility and travel as integral parts of work; home working or teleworking; and occupational security and stress issues related to aggression and violence from the public and terrorist threats.

Nearly all the new OSH challenges are in OH rather than in safety. In 2001–02, of the estimated 40 million UK working days lost to work-related injury and ill health, 33 million were attributable to ill health. The focus on OH has developed from the traditional areas such as chemical exposure and noise to 'new' issues such as stress and musculoskeletal disorders, with recent emphasis on rehabilitation. The UK regulator's priority areas to 2010 are work-related stress, musculoskeletal disorders, falls from height, workplace transport and slips and trips; and its priority employment sectors are agriculture, construction and health services.

Sector	Workforce jobs (thousands)	% of workforce jobs	% change 1983–2003
Agriculture and fishing	415	1.4	–34.6
Energy and water	209	0.7	–65.5
Manufacturing	3781	12.8	–31.4
Construction	1935	6.5	10.9
Services	23262	78.6	39.8
of which:			
Distribution, hotels and restaurants	6863	23.2	28.1
Transport and communication	1809	6.1	13.7
Finance and business services	5712	19.3	86.9
Public administration, education and health	7094	24.0	29.0
Other services	1785	6.0	57.7
All jobs	29602	100.0	17.8

Office for National Statistics, 2003

Table 1 Workforce jobs by industry, March 2003 (seasonally adjusted)

1.3 About IOSH

Since its foundation in 1945, with just 60 members, IOSH has grown to almost 28,000 members and there have been many developments within the workplace and the profession. Sixty years ago the main concerns were preventing ‘traditional’ industrial accidents. In recent years, issues such as ergonomics, stress, occupational hygiene and management systems commonly form part of the working life of the OSH practitioner. IOSH development has reflected these shifting demands, with the launch of initiatives such as: a broader qualifications structure, especially the growth of OSH degrees; competence-based membership categories; the Register of Safety Practitioners; and the Continuing Professional Development (CPD) programme.

Full corporate membership of IOSH (MIOSH) is open to those individuals who hold an accredited higher-level qualification and have at least three years’ experience as a safety professional. Some members who have degrees in subjects related to health and safety, and who practise in specialised areas, may also hold this grade. Full corporate members who have a minimum of three years’ post-qualification experience can apply to be accepted onto the RSP, but need to demonstrate they satisfy a broad spectrum of competences and be assessed by their peers as doing so. RSPs represent a higher competence level – able to operate across the whole range of OSH activities – and are required to maintain this level by undertaking mandatory CPD. A lower, non-corporate level of competence recognised by IOSH is that of Technician Safety Practitioner (TechSP). These are generally individuals who operate in lower hazard environments or who report to more highly qualified practitioners. In some cases they are working towards the higher-level qualifications to gain IOSH corporate membership. A TechSP holds a lower-level qualification and at least two years’ relevant OSH experience. There is also the graduate of IOSH category (Grad IOSH) for those holding suitable academic qualifications, but not yet meeting the experiential requirements for corporate membership.

Since this survey took place, the IOSH membership framework has been restructured, with RSPs being replaced by a new category, ‘Chartered Safety and Health Practitioners’ (CMIOSH or CFIOSH), and the TechSP category being replaced by ‘Technician members’ of IOSH (Tech IOSH). In this new structure, members of all these categories will need to undertake mandatory initial and continuing professional development. Full details of the new structure can be found at www.iosh.co.uk/corecompetent.

1.4 The stated role of the UK OSH practitioner

OSH practitioners are known by a variety of titles from ‘health and safety officer/adviser’ through to ‘health and safety manager/director’ – reflecting varying demands and levels of responsibility. Practitioners may work in a variety of capacities – eg providing internal OSH services – or work for insurers, as self-employed consultants, as part of consultancy partnerships, and as regulators. Inspection/enforcement officers operate from a similar skill base to their counterparts in business, but with additional competencies in law enforcement.

Expectations and requirements vary between sectors and in larger and smaller organisations. As indicated above, UK law requires employers to have access to competent OSH assistance, in order to help them comply with legal requirements and ensure that people are adequately protected from work-related hazards. Job advertisements and job descriptions also indicate that employers often seek OSH advisers to help them adopt best practice wherever this is reasonably practicable, not just compliance with minimum standards. Also, as modern OSH legislation is 'goal setting', advisers may increasingly be involved in a holistic business risk management process. At board level, practitioners may be expected to advise on OSH strategy, policy formulation and implementation, and to work with directors and senior executives on improving OSH leadership and culture, in addition to giving advice on measures to eliminate or minimise the risk of accidents and exposure to health hazards. Particular responsibilities specified in job descriptions may include: the development of procedures and safe systems of work; carrying out or supervising risk assessments and health surveillance programmes; the development and delivery of training; and conducting accident investigations, inspections and audits.

OSH is a multi-disciplined profession – the OSH practitioner role typically combines technical or scientific expertise, effective management techniques, and problem-solving and communication skills. The OSH practitioner needs to work closely with other professionals such as occupational hygienists, occupational health practitioners, ergonomists, human resource and training professionals, engineers, insurers, lawyers, regulators and worker representatives. Practitioners have also been required to adopt broader roles encompassing additional responsibilities such as environment, quality, fire, security and risk management. In a 1998 'salaries and attitudes' survey of IOSH members (IOSH & MDH, 1998), the following levels of involvement were reported from the 1,168 respondents: 90.8% had at least slight involvement in environmental issues and 68.2% in quality issues. In the most recent of these surveys (IOSH & MDH, 2003), of the 897 respondents, 80.9% reported involvement in the environment and 58.3% some involvement in quality and, though down on those of 1998, a high level of involvement in other areas remains evident.

2 Aims and methodology

Originally initiated under the auspices of the International Social Security Association (ISSA) and co-ordinated by Professor Andrew Hale of Delft University of Technology, the Netherlands, this study transferred to ENSHPO in April/May 2003. A multinational survey of the role and tasks of OSH practitioners, the study currently involves 12 countries, with a further 10 considering participation. By collecting comparative data using a standard questionnaire, the study is intended to:

- investigate any gaps between regulations and actual OSH practitioner work
- compare the level and range of tasks performed by OSH professionals across countries to aid mutual recognition of qualifications and assessment of which training experiences are transferable
- investigate different profiles within the OSH profession, within or between countries, which have different training requirements
- form a stronger basis for deriving learning objectives for each country's OSH courses and, eventually (if the study could be extended), to group course members from different professions together for training based on similarities in required competence.

2.1 The questionnaire

The questionnaire was designed by an ISSA working group and consists of 173 questions (193 variables) divided into five sections. Nearly all questions simply require appropriate responses to be circled and the full questionnaire (see Appendix 1) is estimated to take between 45 and 60 minutes to complete. The five sections cover:

A Organisation

Questions include the type of organisation(s) respondents work for, how many employees are covered and in how many sites or countries, whether they work full-time, and whether other health, safety or environmental professionals work in the same organisation. There is also an open question where respondents are invited to state what other work they may do.

B Tasks

This section lists 83 tasks, which respondents mark according to how often they conduct them (weekly or more; monthly; yearly or less; never as yet, but it is part of my job; or not a part of my job). The tasks are divided into eight broad sections: (I) problem identification and analyses; (II) developing and implementing of solutions; (III) training, information and communication; (IV) inspection and research; (V) emergency procedures and settlement of damages; (VI) regulatory tasks; (VII) knowledge management; and (VIII) management and financial. There is also an opportunity to record tasks that do not appear in the list.

C Types of hazard/issue

This section lists 31 types of hazard or other work issue, which respondents mark according to how frequently they deal with them (weekly or more; monthly; yearly or less; present in company, but no task; or not present in company). Any additional hazards/issues can be specified at the end.

D Internal and external relations

This section lists 36 types of people or bodies, both within and outside the organisation, with whom respondents might interact, and respondents mark according to how often interaction occurs (weekly or more; monthly; yearly or less; no contact yet, but is part of job; or contact is not part of my job). Any further contacts can be added at the end.

E Personal information

This section asks questions about respondents' age, gender, length of OSH experience in general and with current employer, education, safety qualifications and job title. General comments can be made at the end of this section about role, tasks or the questionnaire.

Further detail about the development, scope and progress of this study and a master version of the questionnaire (updated since this study) is provided in the conference paper entitled *Surveying the role of safety professionals: objectives, methods and results* (Hale & Ytrehus, 2004).

2.2 The UK sample

The IOSH RSPs (full corporate members) were selected as the UK study population. At the time of the survey, corporate membership (MIOSH) was open to those holding an appropriate qualification coupled with a minimum of three years' professional experience. (For details of the new IOSH structure, see page 9.) Appropriate qualifications were:

- an accredited degree or diploma in OSH or a related discipline
- Level 4 of the Vocational Qualifications for OSH Practice
- the National Examination Board in OSH (NEBOSH) Diploma Part 2.

The Register of Safety Practitioners listed members of IOSH who:

- had been Corporate Members of the Institution for a minimum of one year
- had worked professionally in OSH for at least three years since achieving the academic requirements for Corporate status
- had the competence and capability to undertake a wide range of activities.

Once accepted onto the register, CPD was mandatory and RSPs had to submit regular records of their CPD activity in order to remain on the register.

The rationale for choosing this group was that it was believed most of them would be working in an OSH role, as they need to be active practitioners in order to maintain their CPD. Grad IOSH and TechSP category members were not included, as being in this category does not guarantee that an individual is working as an OSH practitioner. Data from a recent IOSH survey (Clark & Jones, 2003) suggests that about a quarter of this latter group may not be solely involved in OSH practice, but have job titles/roles such as general management, safety representative, engineer, trainer and planning supervisor. Further reasons for selecting RSPs as the sample group were that they are known to work in a variety of operational and strategic positions and across all employment sectors in the UK, so giving broad representation; and, being a 3,000-member group, they presented a good sample size. In 2003, questionnaires were sent to the 2,700 UK-based RSPs, with the 300 RSPs permanently based outside the UK excluded.

A total of 1,632 returns were received. A small number (11) were removed because they were from respondents in enforcement roles, leaving 1,621 completed questionnaires for analysis. The reason for excluding enforcers from the ISSA study remit was that, in some of the countries taking part, practitioners and enforcers have different backgrounds and training. Furthermore, it was felt that, in a study covering both groups, many regulatory questions would not apply to non-enforcing practitioners and would make the questionnaire too long and off-putting.

2.3 The UK sample analysis technique

All the questionnaires were completed as hard copies and returned in post-paid envelopes. The data were entered into an SPSS (Statistical Package for Social Sciences) database and frequencies and cross-tabulations generated, in line with the guidelines issued by Professor Andrew Hale, the co-ordinator of this international study.

In order to establish whether there is any statistically significant association, and the strength of such association, between two variables, the Chi-square and Phi tests were used respectively. These tests were applied to the tasks, hazards and contacts dealt with by practitioners working in different types of organisation, grouped into two broad categories, ie those working in industry/services (internal) and those working in consultancy/advisory bodies or insurers (external). For the purposes of this comparative analysis, their responses were also grouped into two broad bandings, ie those that deal with the tasks, hazards and contacts weekly or monthly and those that deal with them yearly or less or not at all. Chi-square tests were performed to test for association between the variable 'practitioner group' (ie internal or external) and the variables 'tasks', 'hazards' and 'contacts' in order to study potential differences in these variables between the two groupings. Associations between variables were deemed statistically significant at the $p < 0.05$ level. In terms of Phi testing, 0 indicates no association and 1 indicates a perfect association. Therefore in the analysis of these data, Phi test results between 0 and 0.4 are classed as 'weak' associations; between 0.4 and 0.7 as 'medium'; and between 0.7 and 1 as 'strong' (Burns, 2000). However, when using large respondent group sizes, such as in this survey, significance tests

become very sensitive and so even small differences may show as statistically significant, though the results themselves may be of no practical importance. Conversely, some results, though not statistically significant, could provide interesting insights and indicate areas worthy of discussion and possible further research.

Following the example given in *The role and tasks of safety professionals in Norway and the Netherlands: a comparative study* (Ytrehus, 2003) the data were coded according to the number of cases involved (A, B, C or D) and the letters then 'shaded' according to frequency (see Table 6). The three frequency options of weekly or more, monthly and yearly or less, were grouped together, as were the last two options of 'never yet, but is part of my job' and 'not part of my job', to determine the percentages of respondents with any involvement. The lettering and shading indicate those tasks, hazards and contacts that are core to the work of the UK OSH practitioner (ie those dealt with by more than 60% of respondents and by more than 40% of respondents on a weekly or monthly basis) and those that are not. The responses were grouped into the following four categories:

- A tasks done, hazards dealt with or contacts made by 80% or more of the UK respondents
- B tasks done, hazards dealt with or contacts made by 60% or more of respondents
- C those done, dealt with or made by between 30% and 60% of respondents
- D those done, dealt with or made by fewer than 30% of respondents

Note: In the UK data analysis in this report, only shaded As and Bs are described as 'core', though currently the international comparison study considers all tasks, hazards or contacts involving more than 60% of respondents as 'core', regardless of frequency (ie all As and Bs, shaded and unshaded, are counted).

3 Results

This section presents the survey analysis from the 1,621 completed questionnaires, representing a 60% response rate. Results are reported from all five parts of study, as follows: type of organisation; tasks; hazards/issues; internal and external relations; and personal information.

3.1 Organisation

Respondents were asked about the kind of organisation they worked for: 67.4% worked in industry/services; 29.4% as or for external consultants/advisory bodies; and the remainder (3.2%) for insurance companies or other organisations (see Figure 1). Of the 466 respondents who indicated that they worked for an 'external consultant/advisory body', 399 reported working for 'consultancy/engineering bureaux', 16 for 'industry, national or regional advisory bodies' and 10 for the fire service.

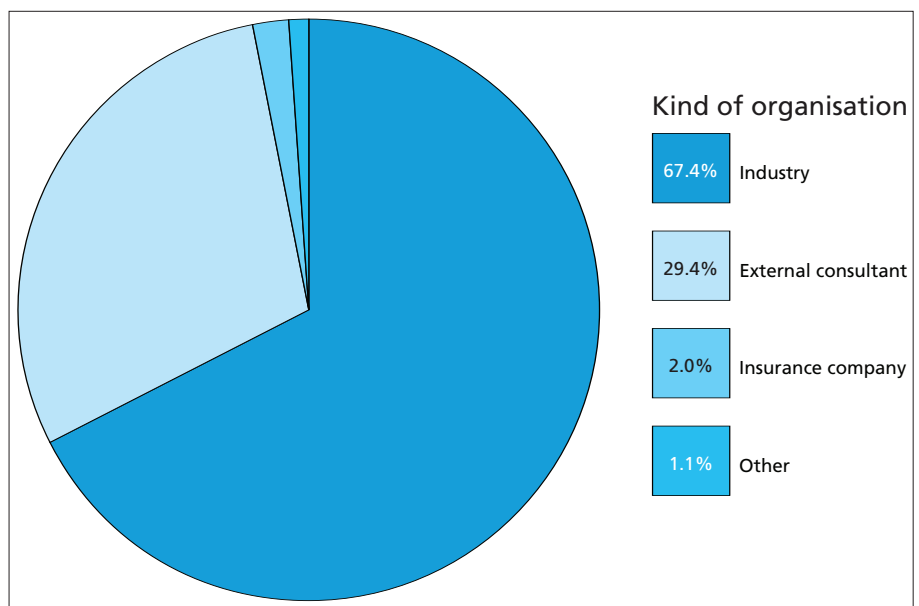


Figure 1 Kind of organisation respondents work for

The questionnaire then asked about the main process of respondents' industry/service and a total of 1,054 respondents (65%) answered this question, the remainder working as consultants, for advisory bodies or insurers, or some other organisation. Table 2 highlights the 10 main industry/service categories of the UK respondents, from the 28 possible options given in the questionnaire (see Appendix 2). 'Other services' is by far the largest category and includes all government, local authority and public services (see Appendix 3).

Industry	Frequency	Percentage
Other services*	264	25.1
Building and construction	142	13.5
Education	92	8.7
Transport, post, communications and storage	88	8.3
Health and welfare	73	6.9
Chemicals	48	4.6
Electricity, gas and water	45	4.3
Oil and coal	45	4.3
Food, drink and tobacco	37	3.5
Defence	28	2.7

* Includes local authority/public services (199 cases) and central government (32), and other smaller groups such as facilities/maintenance (14), training/consultancy (9), industrial/business (6), miscellaneous (4)

Table 2 The 10 main industry/service categories of respondents

Respondents were asked about (a) the number of people covered by their advisory responsibilities and (b) how many other advisers they worked with in their organisations. Of the responding UK OSH practitioners, 86% stated they had safety responsibilities covering more than 250 people and nearly two-thirds had responsibility for more than 1,000. However, as it was possible that respondents working as consultants/advisory bodies, insurers or others, had answered question (a) by aggregating the number of people employed by all their client organisations, they were excluded (511 cases) in order to generate Table 3.

Of those responding UK OSH practitioners working in industry/services (see Table 3):

- 90% stated they had safety responsibilities covering more than 250 people and nearly two-thirds for more than 1,000 people
- almost 60% worked with fewer than five other safety advisers (17.2% with no others; 13.3% with one other; 29.4% with between two and five others); and 40% with more than five
- of the 184 respondents working in industry/services with no other safety advisers, 77% covered more than 250 people, nearly a third covered more than 1,000, and 9% covered more than 5,000.

What is the total number of people covered by your safety (advisory) responsibilities?	Do you work with other safety advisers in your organisation, and if so, how many?				
	No others	1 other	2–5 others	>5 others	Total
0–50	6	1	6	3	16
51–100	11	4	4	5	24
101–250	25	13	17	12	67
251–500	34	23	33	28	118
501–1000	48	26	33	37	144
1001–5000	43	52	118	140	353
>5000	17	24	105	204	350
Totals	184	143	316	429	1072

Table 3 Number of people covered and number of other safety advisers (industry/services only)

Recombining the consultants/advisory bodies, insurers or others with industry/services, 61.4% of all respondents worked with fewer than five other safety advisers in their organisations (22.9% with no others; 11.4% with one other; 27.1% with between two and five others) and 38.6% with more than five (see Table 4).

Do you work with other safety advisers in your organisation, and if so, how many?	What kind of organisation do you work for?				
	Industry/ services	External consultant or advisory body	Insurance company	Other	Total
No others	184	168	2	5	359
1 other	139	33	5	1	178
2–5 others	317	94	9	5	425
>5 others	425	157	16	6	604
Total	1065	452	32	17	1566

Table 4 Number of other safety advisers and kind of organisation

Other organisational data include the information that 90.3% of respondents covered more than one site or company, with 80% of lone advisers working in industry/services doing so. Of all those covering more than one site or company, 21.8% covered sites in more than one country. There is an extensive worldwide coverage by UK-based OSH practitioners with over 80 different countries cited, and these can be broadly grouped by frequency into: Europe (508 cases); Americas and West Indies (93); Asia (83); Africa (45); Middle East (34); Australasia (23); and miscellaneous (73) (see Appendix 4).

In respect of working hours, 85.4% of respondents worked full-time, with a greater proportion of female RSP respondents (19.7%) working part-time than male (13.6%), and

more than two-thirds of the part-time group aged over 50 years. The average time worked by each person in the part-time group was 21.5 hours per week. Of those working part-time, there were almost equal numbers in industry/services and consultancy, and 88.7% worked at more than one site/company. In answer to the question about 'other' work that is done besides safety, 274 respondents (17%) respondents gave 386 examples which were grouped into 32 broad categories, with some of the largest groups being: environmental management (45 cases); teaching, training and development (39); business and risk management (29); facilities and maintenance (23); and health, hygiene and welfare (22) (see Appendix 5).

The questionnaire asked whether there were other health, safety or environmental specialists working in respondents' organisations. The UK data show that respondents were more likely to work in an organisation that has (an) OH nurse(s) than any other health, safety or environmental specialists. The next three types of specialist likely to work in respondents' organisations were environmental specialists, occupational physicians and fire specialists (see Table 5).

Specialist	Percentage
Occupational health nurse	40.2
Environment specialist	38.4
Occupational physician	28.4
Fire specialist	27.8
Occupational hygienist	15.0
Health physicist or radiation expert	12.8
Ergonomist	8.6
Work and organisation specialist	7.2
Other*	16.0

* 16% of respondents indicated a total of 328 'other' specialists in their organisations, which were grouped into 35 categories, the main ones being: OSH advisers or consultants (44 cases); trainers (25); biologists, engineers and occupational health/hygiene specialists (19 each). Others included: risk specialists (13); manual handling, microbiological/infection control, quality assurance/regulatory specialists (12 each); and environmental health officers (11) (see Appendix 6).

Table 5 Other health, safety or environmental specialists in respondents' organisations

3.2 Tasks

The largest section of the survey looked at the tasks performed by respondents and presented 83 variables, with scope for recording additional tasks. In order to establish the more and less commonly performed tasks, ie those undertaken by the greatest/smallest number of respondents and carried out the most/least often, the data was coded as explained in Table 6.

A	More than 80% of the responses are in the weekly, monthly and yearly or less categories. Fewer than 20% of respondents do not deal with the task/hazard/contact in their job
B	60–80% of the responses are in the weekly, monthly and yearly or less categories. 20–40% of respondents do not deal with the task/hazard/contact in their job
C	30–60% of the responses are in the weekly, monthly and yearly or less categories. 40–70% of respondents do not deal with the task/hazard/contact in their job
D	Fewer than 30% of the responses are in the weekly, monthly and yearly or less categories. More than 70% of respondents do not deal with the task/hazard/contact in their job
Shading	Shading shows that more than 40% of the responses are in the weekly and monthly categories, suggesting that the task is done frequently by more than 40% of all respondents

Ytrehus, 2003

Table 6 Coding criteria for survey data

Using this coding system, Table 7 shows that the most commonly performed tasks according to the UK data are mainly in the areas of problem identification and analyses; developing and implementing of solutions; training, information and communication; inspection and research; and knowledge management. The least commonly performed tasks are mainly in the areas of emergency procedures, settlement of damages and regulatory

tasks, and this is believed to be because these are largely specialist areas, eg those of regulators and medical, insurance and fire specialists. One task within 'knowledge management' – writing on safety for professional/scientific literature – is also less commonly performed and carried out by only 23% of respondents; again, this is arguably because technical authorship is a more specialised task.

Parts of Section B (tasks)	A	B	C	A	B	C	D	Total
I Problem identification and analyses	3				2			5
II Developing and implementing solutions	15	1		2	6	4		28
III Training, information and communication	7	1		1	2	2		13
IV Inspection and research	5	1				1	1	8
V Emergency procedures/settlement of damages		1		2		1	5	9
VI Regulatory tasks						3	6	9
VII Knowledge management	3				1	1	1	6
VIII Management and financial			1	1	1	2		5
Total	33	4	1	6	12	14	13	83

Table 7 The frequency of tasks performed by respondents

The significant numbers of tasks are indicated below:

- a total of 39 tasks (columns **A** and **A**) are performed by more than 80% of respondents, with 33 of these (column **A**) being done weekly or monthly by more than 40%
- a total of 55 tasks (columns **A**, **B**, **A** and **B**) are performed by more than 60%, with 38 tasks (columns **A**, **B** and **C**) being done weekly or monthly by more than 40%
- a total of only 13 tasks (column **D**) are performed by fewer than 30% of respondents.

There are 37 core tasks – ie those most UK respondents carry out and do so weekly or monthly – and these are presented in Table 8 (page 18), with the UK results for all 83 tasks in Appendix 7. There are 55 UK core tasks by the current international comparison criteria, ie those tasks performed by more than 60% of respondents (see Appendix 8).

Table 9 (page 19) shows the core UK tasks that are dealt with on a weekly or monthly basis by the two main groups of respondents (as internal or external practitioners), showing the percentage of the particular group involved. Internal practitioners, ie those working for industry/services, report broadly similar proportions carrying out core tasks to those reported by external practitioners, ie external consultants, advisory bodies and insurers combined.

Higher proportions of internal practitioners, however, are reported as engaging in certain tasks, including: reading professional safety literature; informing/discussing with line managers, first line supervisors, employees, top management and safety representatives/committee about possible risks and safety measures; exchanging knowledge; making recommendations from investigations; investigating accidents or incidents; monitoring the function of the safety management system; keeping statistics; attending courses and workshops; and publishing safety information (see Table 9). It is possible that these tasks are more likely to be performed on a regular basis by internal practitioners because they are permanently based in the workplace and have ready access and established relationships and communication channels.

On the other hand, higher proportions of external practitioners are reported as performing other tasks, including: checking that company policy or procedures conform to legal rules and regulations; giving safety training programmes, courses or workshops; conducting audits of safety management systems; preparing company policy related to safety of machines, processes or workplaces; designing safety training programmes or workshops; and developing company policy for sustainable processes or products (see Table 9). A possible explanation for this is that these particular tasks are unlikely to be done by internal practitioners with the same frequency as external practitioners, who deal with many different clients.

Although there are statistically significant differences between internal and external practitioners, the differences vary widely between around 1% and 50% and the strength of association is weak in all but one case, where it is medium (ie the Phi test results are between 0.051 and 0.482). The strongest association is in the keeping of statistics about

Core task	Frequency
I Problem identification and analyses	
Investigate and evaluate workplace or plant risks	A
Perform job safety analyses	A
Carry out risk analysis of projects, designs or activities	A
II Developing and implementing solutions	
Develop company policy for sustainable processes or products	B
Prepare company policy related to safety of machines, processes or workplaces	A
Specify safety measures for machines, processes or workplaces	A
Develop/improve procedures for the safe use/maintenance of machines, processes or workplaces	A
Give instruction on the safe use and maintenance of machines, processes or workplaces	A
Check compliance with safety procedures for machines, processes or workplaces	A
Check compliance with safety procedures for dangerous materials	A
Monitor the correct use of PPE	A
Develop the company's safety management system	A
Monitor the functioning of the safety management system	A
Propose improvements to the safety management system or parts of it	A
Assess the safety culture	A
Propose improvements to the safety culture	A
Lead or advise on organisational change to achieve improvement in safety performance	A
Check whether company policy or procedures conform to legal rules and regulations	A
III Training, information and communication	
Inform/discuss with safety reps/committee about possible risks and safety measures	A
Inform/discuss with employees about possible risks and safety measures	A
Inform/discuss with first line supervisors about possible risks and safety measures	A
Inform/discuss with line managers about possible risks and safety measures	A
Inform/discuss with top management about possible risks and safety measures	A
Publish information about safety in company newsletter or other internal communication medium	B
Design safety training programmes or workshops	A
Give safety training programmes, courses or workshops	A
IV Inspection and research	
Investigate accidents or incidents	A
Keep statistics about accidents and incidents	B
Make recommendations for improvement arising out of investigations	A
Conduct workplace inspections of physical prevention measures	A
Conduct workplace audits of safe behaviour	A
Conduct audits of the safety management system	A
V Emergency procedures and settlement of damages	
Advise employer or employee about damages or injury claims	B
VII Knowledge management	
Read professional safety literature	A
Attend courses or workshops about safety subjects	A
Exchange knowledge and practical experiences with colleagues at local or national level	A

Table 8 The 37 core tasks performed weekly or monthly, in questionnaire order

accidents and incidents by internal practitioners – again, this is probably because they are permanently based in one organisation.

Although insurers account for a very small percentage of the study (2%), if their data are compared with those of the internal and external groups, it is seen that a larger proportion of insurers report carrying out many of the core tasks than the other two groups, including, in particular: checking whether company policy or procedures conform to legal rules and regulations; proposing improvements to the safety management system or parts of it; checking compliance with safety procedures for machines, processes or workplaces; advising on damage/injury claims; monitoring the functioning of the safety management system; developing/improving procedures for the safe use and maintenance of machines, processes or workplaces; proposing improvements to the safety culture; and assessing the safety culture (see Appendix 9, column 3). This could possibly be explained by the nature of the insurers' role, which can involve making insurance assessments of organisations (for the purpose of setting premiums and reducing liabilities) and offering risk consultancy services to their clients. However, the data need to be treated with caution because of the very small number of respondents involved – only 32 cases.

Core UK tasks	Internal	External	Chi-square	Phi
Read professional safety literature	99.1	97.8	0.039	0.052
Investigate/evaluate workplace or plant risks	88.0	87.4		
Inform/discuss with line managers	89.8	78.6	0.000	0.150
Inform/discuss with first line supervisors	87.4	75.8	0.000	0.146
Exchange knowledge on local or national level	84.6	79.4	0.011	0.065
Inform/discuss with employees	83.8	70.8	0.000	0.151
Inform/discuss with top management	80.1	73.6	0.004	0.073
Make recommendations from investigations	81.4	52.7	0.000	0.297
Conduct workplace inspections	73.7	69.3		
Check compliance of machines/processes/workplaces	68.4	70.8		
Check company policy conforms to regulations	67.3	72.3	0.047	0.051
Investigate accidents or incidents	76.4	47.8	0.000	0.283
Give safety training/courses/workshops	63.7	73.6	0.000	0.097
Monitor functioning of safety management system	68.5	62.4	0.023	0.059
Inform/discuss with safety reps/committee	74.1	49.0	0.000	0.241
Propose improvements to safety management system	64.8	67.4		
Specify safety measures for machines/processes/ workplaces	63.1	67.3		
Develop procedures for machines/processes/workplaces	62.4	66.9		
Keep statistics about accidents/incidents	77.5	26.9	0.000	0.482
Develop the company's safety management system	56.5	61.0		
Attend courses or workshops about safety subjects	58.1	48.2	0.000	0.092
Monitor the correct use of PPE	56.3	52.5		
Risk analysis of projects, designs or activities	55.3	53.0		
Give instructions on machines/processes/workplaces	52.5	56.5		
Perform job safety analyses	54.0	53.0		
Lead/advise on organisational change	52.2	48.6		
Conduct audits of the safety management system	47.9	56.6	0.002	0.081
Company policy on machines/processes/workplaces	47.0	57.6	0.000	0.098
Publish safety information in company newsletter etc	58.2	31.5	0.000	0.247
Design safety training programmes/workshops	44.1	60.6	0.000	0.154
Conduct workplace audits of safe behaviour	47.4	49.5		
Propose improvements to the safety culture	45.9	49.7		
Assess the safety culture	45.2	45.6		
Check compliance for dangerous materials	44.2	44.7		
Develop company policy for sustainable process/product	40.4	48.3	0.004	0.074
Advise employer/employee on damage/injury claims	41.6	40.1		
Design performance indicators for the safety management system	39.1	43.3		
Key: Internal = industry/services; External = external consultants, advisory bodies and insurers				

Table 9 The 37 core tasks dealt with by internal and external practitioners, by %

A number of respondents (at least 23%) reported carrying out 'other' tasks. 376 gave at least one other task, with 196 citing second or subsequent tasks as well, giving a total of 596 other tasks which respondents felt had not been covered by the questionnaire. These tasks were broadly divided into 23 categories and the largest numbers of cases were in the following groups: mentor/act as consultant/advise (74 cases); policies/strategies for safety/risk/quality and integrated management systems (67); vet/assess contractors/plans for contracts (61); training/education (59); monitor/assess/audit and inspect (53); direct or manage staff/office/projects (30); advise, monitor, manage occupational health matters (27); liaise with government authorities (25); and legislation/litigation and liaising with legal or insurance professionals (25) (see Appendix 10).

3.3 Types of hazard/issue

These data have been coded in the same way as the tasks section, using the A, B, C, D categories and shading to indicate weekly or monthly encounters by more than 40% of all respondents. There are 18 core hazards for the UK respondents (22 UK core hazards by the current international comparison criteria) and these are presented in Table 10 below. Of these, 14 are dealt with by over 80% of UK respondents and also by more than 40% on a weekly or monthly basis (the shaded As). A further eight are dealt with by over 60% of UK respondents (the Bs) and four of these are dealt with weekly or monthly by more than 40% (shaded Bs). There were only two hazards/issues dealt with by fewer than 30% (sustainability of production or products and product liability) and it is believed this is because in the UK these issues are normally dealt with by quality engineers and production engineers. The results for all 31 hazards/issues can be found in Appendix 11.

Hazard/issue	Frequency
Lifting	A
Human errors	A
Working posture	A
Falls	A
VDUs	A
Fire	A
Machinery and installations	A
Electricity	A
Vehicles	A
Other physical workload	A
Noise	A
Mental workload/stress	B
Cold or heat	A
Toxic and carcinogenic substances	A
Road/transport safety	B
Lighting	A
Accidents to patients, passengers, students, clients	B
External safety	B
Other occupational disease	B
Vibration	B
Biological risks	B
Explosion	B

Table 10 The 22 main hazards, with 18 core hazards (shaded), dealt with weekly or monthly, in order of frequency

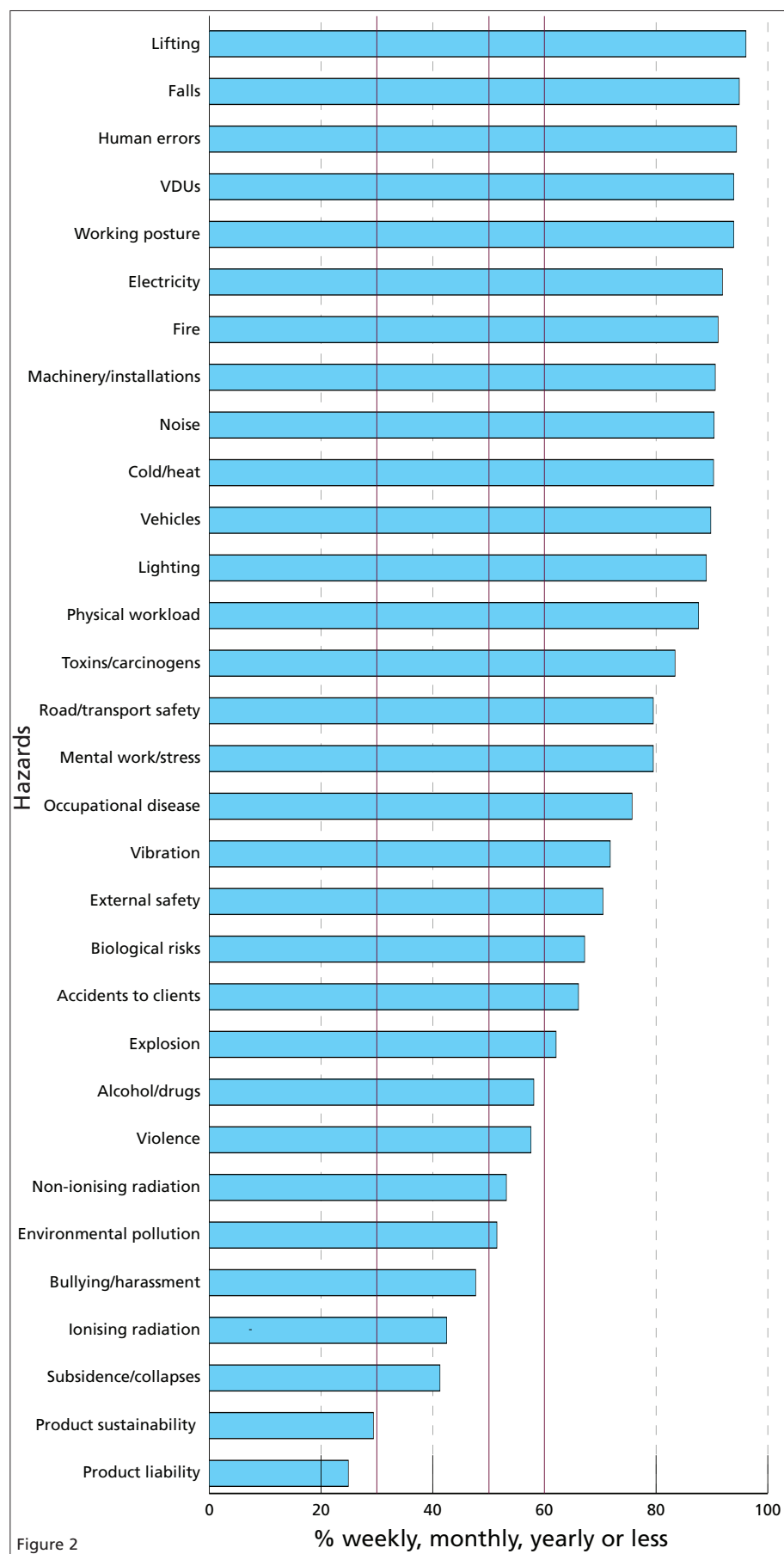
Core UK hazards	Internal	External	Chi-square	Phi
Lifting	81.7	79.1		
Human errors	75.6	74.5		
Working posture	71.9	75.1		
Falls	71.3	73.4		
VDUs	66.5	71.8	0.042	0.052
Fire	67.3	71.1		
Machinery and installations	60.1	73.7	0.000	0.132
Electricity	60.9	70.1	0.000	0.089
Vehicles	60.4	69.3	0.001	0.086
Other physical workload	57.3	60.3		
Noise	46.2	62.9	0.000	0.155
Mental workload/stress	49.6	48.2		
Cold or heat	47.9	52.4		
Toxic or carcinogenic substances	45.8	51.3		
Road/transport safety	45.6	50.1		
Lighting	44.6	50.2	0.041	0.052
Accidents to patients, passengers, students, clients	42.4	41.2		
External safety	36.4	53.4	0.000	0.159

Key: Internal = industry/services; External = external consultants, advisory bodies and insurers

Table 11 The 18 core hazards dealt with by internal and external practitioners, by %

Figure 2 (page 21) Hazard distribution for respondents

NB: Line at 60% = those hazards/issues on or above this line are dealt with by 60% or more of respondents and represent core hazards/issues for the UK sample by the international comparison criteria of this study (ie not accounting for frequency)



The overall distribution of responses in relation to hazards/issues is shown in Figure 2.

Table 11 shows the core UK hazards that are dealt with on a weekly or monthly basis by the two main groups of respondents (as internal or external practitioners), showing the percentage of the particular group that are involved. Internal practitioners, ie those working for industry/services, report broadly similar proportions dealing with core hazards to those reported by external practitioners, ie external consultants, advisory bodies and insurers combined.

However, external practitioners do report higher proportions dealing with some core hazards than internal practitioners, including VDUs, machinery and installations, electricity, vehicles, noise, lighting, and external safety (see Table 11). Although there are statistically significant differences between the two groups for these hazards, the differences vary between around 5% and 17%, with the strength of association being weak in all cases; the Phi test results are between 0.052 and 0.159.

Although, as previously stated, insurers account for a very small percentage of the study (2%), when their data are compared separately with internal and external groups, it appears that a larger proportion of insurers report dealing with all the core hazards than the other two groups. In particular they report dealing with VDUs, fire, electricity, vehicles, external safety, machinery and installations, other physical workload, noise, road/transport safety, mental workload/stress, accidents to patients/clients, and lighting (see column 3, Appendix 12). A possible reason for the prevalence of insurers' work in these hazard areas could be their potential to lead to personal injury/illness and property damage claims if not effectively managed. However, once again the data need to be treated with caution because of the very small number of respondents involved – only 32 cases.

7.3% of respondents identified 'other' hazards/issues they dealt with that they felt were not covered by the questionnaire. These were grouped into 16 broad categories, which in summary were: dust/fumes/pollution (14 cases); construction (12); public/non-employees (13); working environment (11); slips, trips and falls (9); compliance and management systems (8); contractors (8); travel and off-site activity (6); major events and disasters (6); security (5); equipment (5); welfare (4); competence (education/training) (3); marine (3); food (3); and miscellaneous (19) (see Appendix 13).

3.4 Internal and external relations

There are 13 core internal/external relations, ie those most UK respondents are engaged in and on a weekly or monthly basis (22 UK core internal/external relations by the current international comparison criteria), and these are presented in Table 12 below. Over 80% of UK respondents were in contact with nine of these categories and more than 40% of them on a weekly or monthly basis (shaded As). Over 60% of UK respondents were in contact with a further 13 categories (the Bs) and more than 40% were in contact with four of these weekly or monthly (shaded Bs). Fewer than 30% of UK respondents were in contact with three groups, these being work and organisation psychologists, inspectors of the (social) insurer, and policy makers in the ministry. This is believed attributable to the first two roles not being common in the UK and, in respect of the last category, not many practitioners having direct contact with government policy makers. The results for all UK internal/external relations can be found in Appendix 14.

Table 13 shows the core UK contacts that are made on a weekly or monthly basis by the two main groups of respondents (as internal or external practitioners), showing the percentage of the particular group that is involved. Internal practitioners, ie those working for industry/services, report broadly similar proportions making core contacts to those reported by external practitioners, ie external consultants, advisory bodies and insurers combined.

However, internal practitioners do report higher proportions dealing with some core contacts than external practitioners, including line management, employees, top management, personnel department, safety committees or safety representatives, technical/maintenance service, visitors, works council or equivalent, professional association, financial division, trade union officials and quality department (see Table 13). Although

Main internal/external relation	Frequency
Line management	A
Employees	A
Top management	A
Personnel department	A
Safety committee or safety representative	A
Technical/maintenance service	A
Safety officers of other organisations	A
Visitors	A
Works council or equivalent	B
Professional association	A
Financial division	B
Trade union official (local or national)	B
Quality department	B
Government inspector (national, local)	A
External safety consultant	B
Local fire service	B
Occupational physician	B
Lawyer	B
Insurer	B
Designer	B
Educational establishment	B
Environmental expert	B

Table 12 The 22 main internal/external relations, with 13 core contacts (shaded), made weekly or monthly, in order of frequency

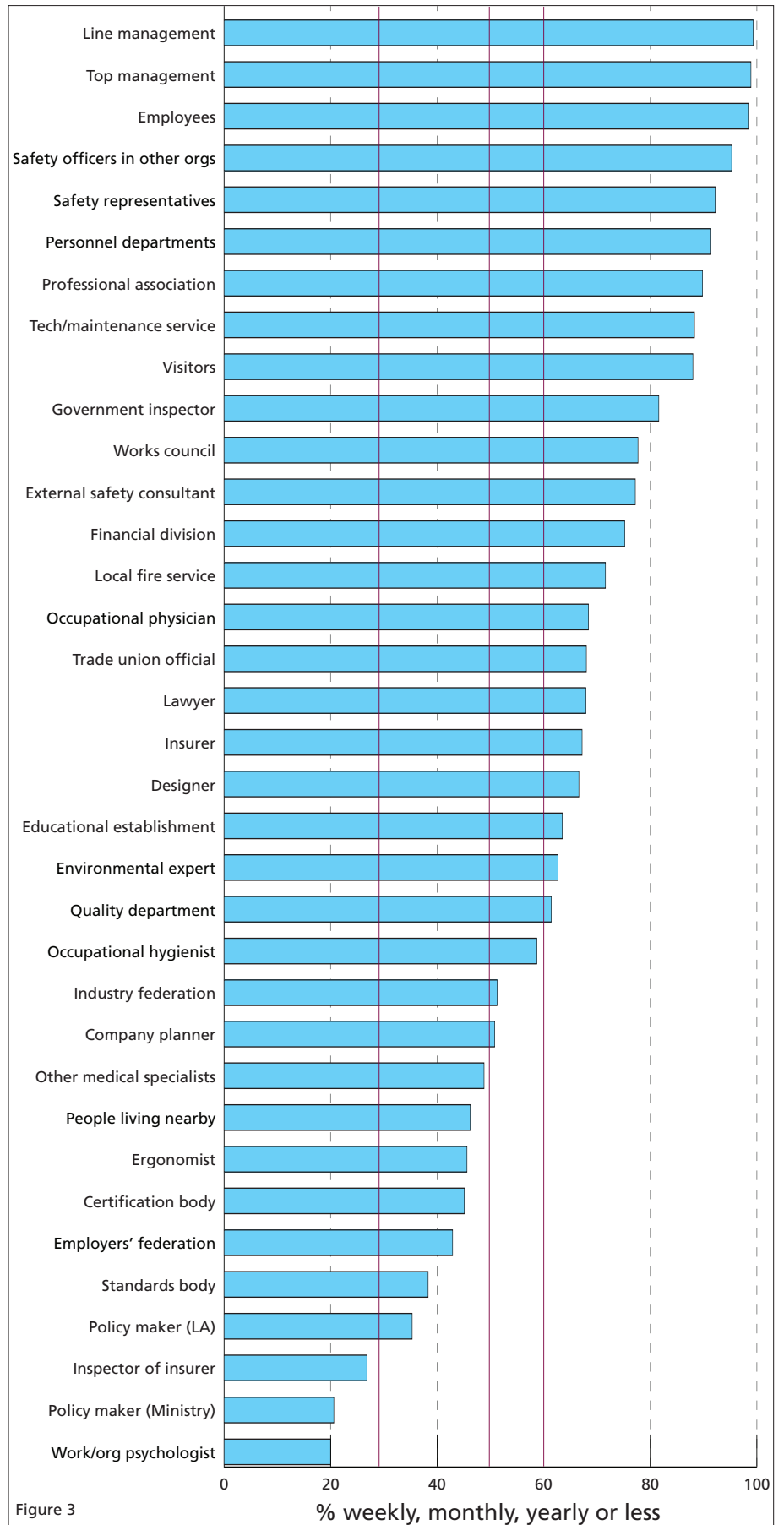
Core UK contacts	Internal	External	Chi-square	Phi
Line management	98.4	93.1	0.000	0.136
Employees	98.1	89.8	0.000	0.187
Top management	92.8	88.0	0.002	0.079
Personnel department	82.3	58.0	0.000	0.259
Safety committee/safety representative	80.6	59.4	0.000	0.224
Technical maintenance service	80.0	59.6	0.000	0.214
Safety officers of other organisations	74.1	69.7		
Visitors	75.9	54.8	0.000	0.211
Works council or equivalent	63.1	38.0	0.000	0.233
Professional association	53.5	45.4	0.003	0.075
Financial division	53.0	36.5	0.000	0.152
Trade union official (local or national)	52.0	26.5	0.000	0.238
Quality department	45.8	33.3	0.000	0.118

Key: Internal = industry/services; External = external consultants, advisory bodies and insurers

Table 13 The 13 core internal/external relations for internal/external practitioners, by %

there are statistically significant differences between the two groups for these contacts the differences vary between around 5% and 25% and the strength of association is weak in all cases (the Phi test results are between 0.075 and 0.259). The strongest association is that between internal practitioners and the personnel department. As the majority of these core contacts are internal to the organisation, it seems probable that internal practitioners will have greater day-to-day opportunity and need for contact.

As previously stated, although insurers account for a very small percentage of the study (2%), if their data are examined separately and compared to the internal and external groups, it is apparent that a larger proportion of insurers than the other two groups report dealing with some of the core contacts (see column 3, Appendix 15). In particular, in comparison to external practitioners, a larger proportion of insurers report interaction with top management, personnel departments, technical/maintenance services, financial divisions and quality departments. A possible reason for this could be associated with their involvement in personal injury/illness and property damage claims and their loss prevention advisory role. However, these data need to be treated with caution because of the very



small number of respondents involved – only 32 cases. The overall distribution of responses in relation to internal and external relations is shown in Figure 3.

There were 7.6% of respondents who listed 'other' internal/external relations that they had contact with, which were grouped into 10 broad categories as follows: emergency services (42 cases); public services (27); specialist institutions/professionals (26); clients/general public (17); education (15); contractors or consultants (13); trade/industry (8); government (6); training providers (4); and miscellaneous (3) (see Appendix 16).

3.5 Personal information

Almost all UK respondents (99%) were experienced and had worked as safety professionals for more than five years. Over half (54.3%) had worked with their current employer for more than five years. All respondents were members of IOSH and membership of other professional associations related to safety was reported as follows: International Institute of Risk and Safety Management (21.6%); Institute of Risk Management (3.3%); British Occupational Hygiene Society (3.1%); Association of Occupational Health Nurse Practitioners (0.4%); and 'others' (24%). The 'others' category included bodies such as Royal Society for the Promotion of Health (4.5%); Chartered Institute of Environmental Health (2.4%); Institute of Environmental Management and Assessment (1.9%); and Institute of Safety in Technology and Research (1.5%) (see Appendix 17).

Nearly all respondents (99%) were educated to either university or further education levels. Appropriate adjustments were made to the dataset where there was obvious misinterpretation of this question: eg some respondents apparently believed the options referred only to full-time general education and did not include the process of gaining their 'safety' qualifications. This was evident when comparing individual responses to question E4 (education level) with their responses to question E5 (safety qualifications). The majority of the 1% at 'secondary' or 'other' education level are older practitioners (aged over 50), who may have been awarded IOSH membership prior to the existence of recognised safety qualifications, based on past experience and an entry test. The UK data covering safety qualifications indicate that 1.7% have no such qualifications, though as this sample group consists of RSPs, they must have some form of relevant qualification to be at this level. Almost half of the respondents (48.8%) have a safety qualification gained at university level; over half (57.1%) have a higher education diploma or equivalent; and 13.7% have a variety of other qualifications in fields such as food safety, occupational hygiene and fire safety. It should also be noted that a number of those with university degrees also have higher education (HE) diplomas.

Cross-tabulating the OSH qualifications against the number of years in the profession shows the distribution of certain qualifications in relation to the years of experience as a practitioner (see Table 14). Those who have been in the profession for more than 20 years are more likely to have 'other safety qualifications' than the other groups, with 18.3% having them compared to the 11.4% group average. This may be attributable to the fact that national safety qualifications were not available in the UK over 20 years ago. They are also more likely to have postgraduate diplomas or certificates in OSH, with 29% having them compared to the group average of 26.4%, and less likely to have the HE/National diploma or vocational qualification, with only 38.8% having them compared to the group average of 47.8%, indicating a preference in this group for university courses in OSH.

Respondents were asked to indicate the job title of their safety function and these were grouped into six main categories as follows:

Figure 3 (page 24) Internal/external relations distribution for respondents

NB: Line at 60% = those internal/external relations on or above this line are contacted by 60% or more of respondents and represent core internal/external relations for the UK sample by the international comparison criteria of this study (ie not accounting for frequency)

OSH qualifications	How many years working as a safety professional?				Total
	0–5 years (18 cases)	6–10 years (378 cases)	11–20 years (753 cases)	>20 years (442 cases)	
Masters or research degree in OSH	2	42	79	46	169
Postgraduate diploma or certificate in OSH	4	110	240	142	496
BSc or BSc (Hons) in OSH	1	29	50	21	101
HE Dip, (S)NVQ4 in OSH, NEBOSH Dip2	11	239	458	189	897
Other safety qualification	2	33	90	89	214
Total	20	453	917	487	1877

Table 14 OSH qualifications and years working as a safety professional

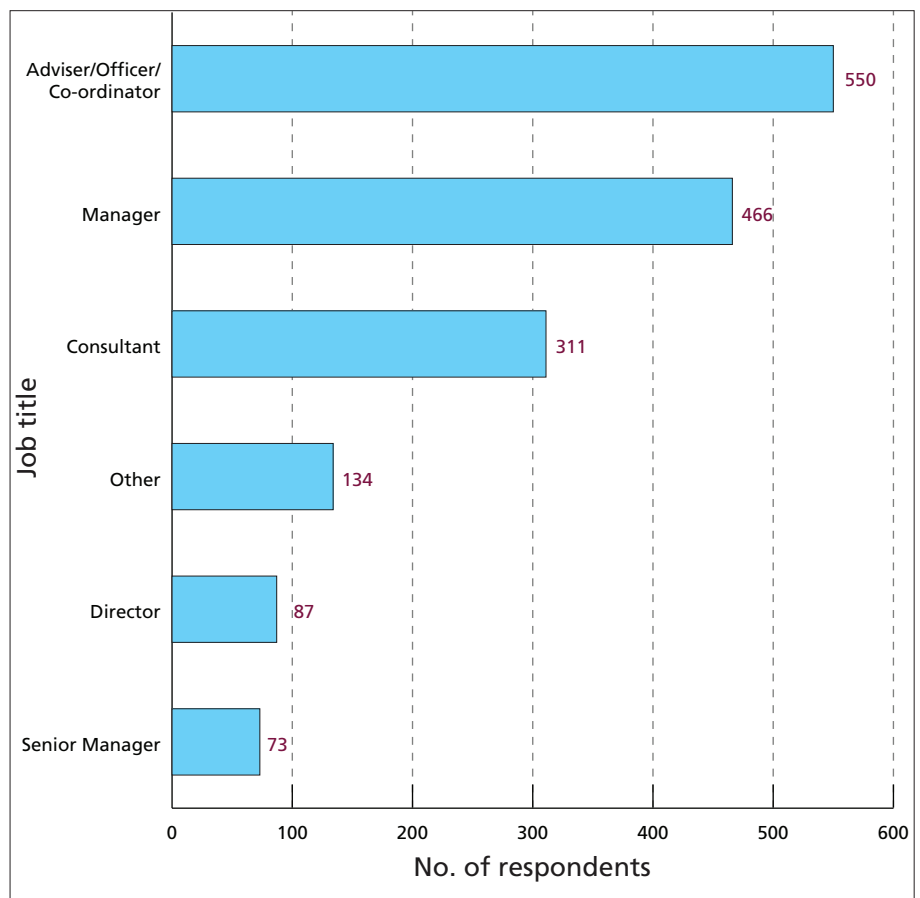


Figure 4 Job title groupings of respondents

- director – includes employed or self-employed directors
- senior manager – includes chiefs or heads
- manager – includes safety or safety and health in their title (401); general management (31); and risk management only (34)
- adviser/officer/co-ordinator – includes advisers (389); officers (144); and co-ordinators (17)
- Consultant – this included only those whose title contained the word consultant
- Other – all remaining respondents, including those describing where they worked or what they did.

The overall breakdown broadly indicated that 39% were in the director, senior manager or manager groups; 53% in the adviser or consultant groups; and 8% in the 'other' category

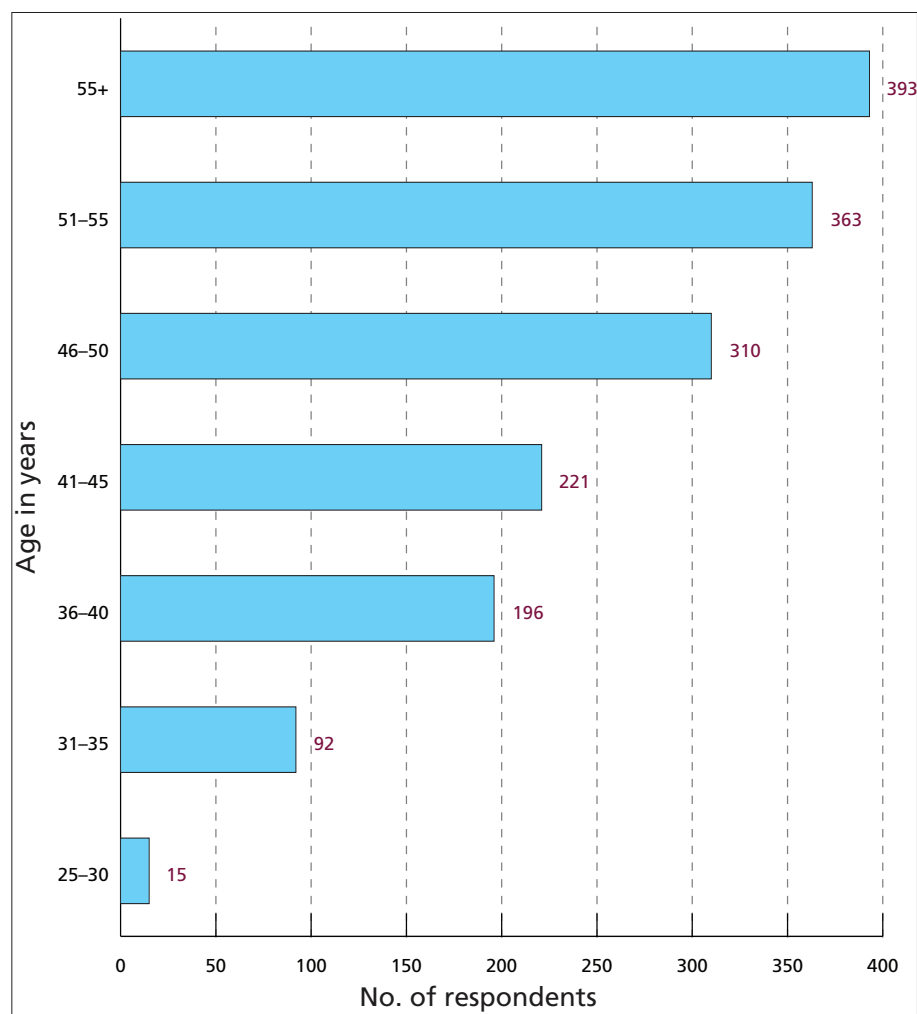


Figure 5 Age of respondents

(Figure 4). It was also the case that 16% (263) of respondents had job titles that included 'environment' (216), 'quality' (7) or both (40). Additionally, a number of respondents' job titles included 'risk' (79); 'fire' (10); and 'security' (9).

The gender of the UK respondents was 89% male and 11% female. The age distribution is shown in Figure 5 and indicates that only 19% were under 40 years old and that nearly half were over 50 years old.

Table 15 gives a snapshot of age distribution and indicates that a minimum 34.8% of respondents to the question (the 552 highlighted in grey below) were over 30 years of age when they entered the profession, so were unlikely to have entered 'safety' as their first career.

What is your age?	How many years working as a safety professional?				Total
	0–5 years	6–10 years	11–20 years	>20 years	
25–30 years	1	12	2	0	15
31–35 years	2	59	31	0	92
36–40 years	0	77	116	1	194
41–45 years	5	66	124	25	220
46–50 years	6	68	168	67	309
51–55 years	3	53	172	135	363
55 years or older	1	40	138	213	392
Total	18	375	751	441	1585

Table 15 Age of respondent and years working as a safety professional. Shaded figures indicate those practitioners who are likely to have had a previous different career

What is your gender?	How many years working as a safety professional? (%)				Total
	0–5 years	6–10 years	11–20 years	>20 years	
Male	83.3	85.1	87.7	94.6	89.0
Female	16.7	14.9	12.3	5.4	11.0
Total	1.1	23.8	47.3	27.8	100.0
Ratio male:female	5:1	5.7:1	7:1	17.5:1	

Table 16 Gender of respondent and years working as a safety professional. The ratios show a noticeable closing in the gender gap in recent years, from 17.5 men to 1 woman for those who have been in the profession for more than 20 years, to 5 to 1 for those who have worked for under 5 years.

4. Discussion and conclusions

All the data generated by this survey are self-reported and subjective, and most of the questions rely on the respondent to remember and estimate how frequently they perform a task, deal with a hazard or make internal/external contacts. However, as the survey was anonymous, received a good response rate and provided the options of reporting 'never yet...' or 'not part of my job' or specifying 'other' if the given questionnaire options were felt to be insufficient, it is believed that the overall picture will be representative of this sample group. The UK sample consisted of those from the highest IOSH competence level (RSPs) and so respondents' qualifications were necessarily of a higher level, as this is an entry requirement for the register. Again, because the sample group consisted of RSPs, the core tasks, hazards and contacts were large in number and broad in range, including management and strategic issues.

The relatively low level of female RSP respondents (male/female ratio 8:1) possibly reflects the national participation in certain jobs perceived to be 'technical', such as skilled trades (male/female ratio 12:1) and process, plant and machine operatives (male/female ratio 5:1), which if combined give a ratio of 8.5:1. However, it is interesting to note that in the national statistics for the categories 'professional occupations' and 'associate professional and technical', there are similar proportions of males and females (ONS, 2003) and the overall IOSH membership does indicate a higher female percentage, with a male/female ratio of 5:1. In respect of age distribution, the results show fewer than 1% of respondents were under 30 years of age, 20% were under 40 and nearly half were over 50. This is not unexpected, as the sample group were the more experienced and more highly qualified among the membership. Also, at least 34.8% of respondents were over 30 years of age when they entered the profession, indicating that they were unlikely to have entered 'safety' as their first career.

As expected, generally the larger the organisation is, the more safety professionals it employs. However, it is perhaps surprising to note that 77% (142) of those working as sole advisers in industry/services cover more than 250 people, with nearly a third covering more than 1,000, and 9% (17) covering more than 5,000. Furthermore, 80% of lone advisers in industry/services cover more than one site/company. Given the requirements of Council Directive 89/391/EEC (EC, 1989), article 7, for employers to ensure competent 'protective and preventive services' and that 'the workers designated and the external services or persons consulted must be sufficient in number', this would seem to be an area requiring further research. While it is accepted that low hazard organisations may require fewer advisers than higher hazard organisations, the number of employees covered and the logistics involved are also key factors. The survey also showed 86% of responding RSPs reported that their safety advisory responsibilities covered more than 250 people and that only 14% covered fewer than 250 people. However, the 86% may include external practitioners aggregating client numbers, or responding only in respect of their large clients, and the 14% may include internal practitioners working for small business units within larger organisations, so it is not possible to conclude how many RSP respondents actually work for small and medium-sized enterprises (SMEs). If we assume that the 14% do work for SMEs (c. 7% internal and 7% external) and that all remaining external RSP respondents (c. 23% of respondents) are also available to them, the number would still be small (c. 600 RSPs). As this survey obtained a 60% RSP response rate, the figure of 600 could be extrapolated to give an estimated 1,000 RSPs available to do work for SMEs. There were estimated to be around 4 million SMEs in the UK in 2003 and over half the UK workforce is employed by them, so this low level of available RSP advice could have implications for those seeking it.

It is encouraging to note that the UK core tasks include not only the more traditional tasks, but also significant coverage of management systems, safety culture, safe behaviour issues and assessment of designs. In addition, in-house practitioners report high levels of activity with regard to informing/discussing with safety representatives/committees, employees, first line supervisors, line managers and top management about possible risks and safety measures; investigation of accidents or incidents; keeping statistics; and making recommendations for improvement arising out of investigations. All of these may have

implications for guidance material, training syllabuses and CPD, which will need to support competence in these areas, particularly in accident investigation techniques and communication skills. It is perhaps not unexpected that the UK regulators' priority areas are identified among the UK respondents' core hazards, ie mental workload/stress; DSE/working posture and lifting/other physical workloads (possible causes of MSDs); falls (including falls on the level and falls from height); and vehicles and road/transport safety. Again all of these may have implications for education and training syllabuses and CPD, which will need to support competence in assessing and managing these issues.

The study confirms that RSPs work in a variety of positions which have a broad range of responsibilities. The overall breakdown broadly indicates that 39% were in the director/senior manager/manager groups and 53% in the adviser/consultant groups. A measure of the breadth of the RSP role is that 16% (263) of respondents have job titles that include 'environment' (216), 'quality' (7) or both (40). The diversity of the roles is perhaps further indicated by the frequent use by respondents of the 'other' option, in order to describe elements that they felt were not covered by the questionnaire variables. As part of their responses 17% (274) of respondents listed 386 examples of other work they carry out in addition to their safety responsibilities: 7.3% (119) gave examples of other hazards they deal with, 23% (376) of other tasks they perform and 7.6% (123) of other contacts they make, in addition to the options on the questionnaire. In order to support RSPs in achieving and maintaining competence for their challenging and multi-skilled role, appropriate training and CPD opportunities need to be available to cover all the significant tasks, hazards and interrelationships outlined in the RSPs' responses.

In summary, this study has provided a benchmark position on the role and tasks of the RSP membership of IOSH. While the study has established the diversity and complexity of the role, it poses some searching questions worthy of further research – how to determine what is a sufficient number of competent practitioners for any given organisation; why are females less likely to be represented in the OSH profession than males; what are the advantages and disadvantages to a profession of mature entrants; how can SME access to OSH advice be improved; and what education/training and CPD is required to support the RSP role? Addressing these and other issues raised by this initial study will contribute to the development and standing of the profession.

4.1 Some initial international comparisons

The initial results from seven European countries, including the UK, show both similarities and differences between the study groups (Table 16):

- The UK had by far the highest response rate and respondent numbers. Germany also had a high number of respondents, but Italy and Poland both had particularly disappointing returns.
- The UK respondents reported being involved in the broadest range of tasks and hazards.
- All countries had high/very high proportions of males in their respondent groups, with the Netherlands having the highest.
- In most countries around two-thirds of respondents were full-time, though in the UK this was much higher and in Finland it was extremely low, with only a quarter working as full-time practitioners.
- The ratio between internal and external practitioners was again very similar for most countries, except Poland, which had a very high rate of internal practitioners. This is believed to be due to its legislation requiring organisations with more than 50 employees to employ a practitioner. Finland had an unusually low rate of external practitioners, possibly due to the high level of government funded advisory services.
- In most countries around a quarter to a third of respondents worked on one site only. However, this reduced to a tenth in the UK and rose to almost three-quarters in Finland.
- The UK reported the highest levels of respondents working in more than one country, with over a fifth doing so, and Italy reported the lowest.
- The split between higher education and technician level qualifications was similar in most countries, with between two and four times more respondents at higher education level. However, in Italy and the UK the situation was very different, with the majority of respondents in Italy at technician level and, because the UK sampled only RSPs, virtually all UK respondents at the higher education level.

Topic	Finland	Germany	Italy	Netherlands	Norway	Poland	UK
Responses (no.)	303	1330	195	503	473	112	1621
Response rate (%)	24	44	5	46	45	19	60
% males	78	93	92	96	80	80	89
% full time	27	63	69	65	70	53	85
% internal/external	72/8	64/27	66/34	62/35	60/30	94/3	67/29
% working on single site	73	30	24	20	33	38	10
% working in more than one country	11	8	4	17	17	9	22
% at higher education/technician level	68/32	77/23	39/61	77/23	81/19	62/38	99/1

Hale et al., 2004

Table 17 Some initial comparative results from seven European countries

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Appendix 1: Questionnaire

Section A: Organisation

This section is concerned with establishing what kind of organisation you work for.

Please circle just one number for each question.

(Please note: the right-hand column in all cases is for scoring purposes only)

A1	What kind of organisation do you work for?		01
	1	Industry/services (Go to question A2)	
	2	External consultant or advisory body (Go to question A3)	
	3	Insurance company (Go to question A4)	
	4	Other (please specify:) (Go to question A4)	
A2	Which description best classifies the main process of your organisation or company?		02
	1	Agriculture or forestry	15
	2	Fishing	16
	3	Mining, quarrying	17
	4	Food, drink and tobacco	18
	5	Textiles, leather and clothing	19
	6	Paper and printing	20
	7	Oil and coal	21
	8	Chemicals	22
	9	Rubber and plastics	23
	10	Glass, ceramics and cement	24
	11	Metal manufacture and products	25
	12	Machines and other technical equipment	26
	13	Electrical, electronic and optical instruments	27
	14	Car and other transport vehicle manufacture	28
A3	What sort of external advisory body do you work for?		04
	1	Leave blank	
	2	Consultancy/engineering bureau	
	3	Industry, national or regional advisory body	
	4	Fire service	
	5	Other (please specify:)	
A4	What is the total number of people covered by your safety (advisory) responsibilities?		05
	1	0–50	
	2	51–100	
	3	101–250	
	4	251–500	
	5	501–1000	
	6	1001–5000	
	7	Over 5000	

A5	Do you work in your organisation with other safety advisers, and if so, how many?		06
	1	No others	
	2	1	
	3	2–5	
	4	More than 5	
A6	Does your work as safety adviser relate to more than one site/company?		07
	1	Yes. If so, how many?	
	2	No (Go to question A8)	
A7	Are these sites/companies in more than one country?		08
	1	Yes. If so, which countries?	
	2	No	
A8	Do you work full time or part time as a safety adviser?		09
	1	Yes (Go to question A11)	
	2	No	
A9	If you work part time, how many hours a week do you work on safety activities?		10
	 hours		
A10	What other work do you do besides your safety activities?		11
			
			
A11	Are there other health, safety or environment specialists working in your organisation?		
	1	Occupational physician	12
	2	Occupational hygienist	13
	3	Occupational health nurse	14
	4	Work and organisation specialist	15
	5	Ergonomist	16
	6	Environment specialist	17
	7	Fire specialist	18
	8	Health physicist/radiation expert	19
	9	Other (please specify:)	20

Section B: Tasks

This section contains a list of tasks which you, in your safety professional role, may carry out. We would like to know which ones you do carry out and how frequently. We have split this section into several parts, grouping together tasks which have something in common. We hope this makes it easier to understand and fill in. You may find most of your tasks grouped under one heading, but please go through all the sections and tasks and give an answer to each one.

For each task please circle the number that reflects best how frequently you personally carry out the task on average in your job. If you have never yet done a task, but it does form part of the responsibilities of your job, please circle 8. If the task mentioned is not part of your job, please circle 9. **Circle only one answer per task.**

Please circle one number per task:		Weekly or more	Monthly	Yearly or less	Never yet but it is part of my job	Not part of my job	
I	Problem identification and analyses						
B1	Investigate and evaluate workplace or plant risks	1	2	3	8	9	21
B2	Perform job safety analyses	1	2	3	8	9	22
B3	Involved, as a member of a design team, in integrating safety in the design of plant, processes buildings, etc	1	2	3	8	9	23
B4	Review a design, based on safety criteria, as someone external to the design team	1	2	3	8	9	24
B5	Carry out risk analysis of projects, designs or activities	1	2	3	8	9	25
II	Developing and implementing solutions						
B6	Develop company policy for sustainable processes or products	1	2	3	8	9	26
B7	Develop company environment policy	1	2	3	8	9	27
B8	Prepare company policy related to safety of machines, processes or workplaces	1	2	3	8	9	28
B9	Specify safety measures for machines, processes or workplaces	1	2	3	8	9	29
B10	Develop/improve procedures for the safe use and maintenance of machines, processes or workplaces	1	2	3	8	9	30
B11	Give instruction on the safe use and maintenance of machines, processes or workplaces	1	2	3	8	9	31
B12	Check compliance with safety procedures for machines, processes or workplaces	1	2	3	8	9	32
B13	Prepare company policy relating to dangerous materials	1	2	3	8	9	33
B14	Specify safety measures for dangerous materials	1	2	3	8	9	34
B15	Design/improve the safety procedures for the use and storage of dangerous materials	1	2	3	8	9	35
B16	Check compliance with safety procedures for dangerous materials	1	2	3	8	9	36
B17	Prepare company policy for PPE	1	2	3	8	9	37
B18	Specify which PPE to purchase	1	2	3	8	9	38
B19	Design/improve procedures for the use and maintenance of PPE	1	2	3	8	9	39
B20	Monitor the correct use of PPE	1	2	3	8	9	40
B21	Develop the company safety management system	1	2	3	8	9	41
B22	Design performance indicators for the safety management system	1	2	3	8	9	42
B23	Monitor the functioning of the safety management system	1	2	3	8	9	43
B24	Propose improvements to the safety management system or parts of it	1	2	3	8	9	44
B25	Prepare company policy on safety culture	1	2	3	8	9	45
B26	Assess the safety culture	1	2	3	8	9	46
B27	Propose improvements to the safety culture	1	2	3	8	9	47

Please circle one number per task:		Weekly or more	Monthly	Yearly or less	Never yet but it is part of my job	Not part of my job	
B28	Lead or advise on organisational change to achieve improvement in safety performance	1	2	3	8	9	48
B29	Check whether company policy or procedures conform to legal rules and regulations	1	2	3	8	9	49
B30	Prepare permits to work for dangerous work	1	2	3	8	9	50
B31	Check compliance with permits to work	1	2	3	8	9	51
B32	Member of the team for planning large scale maintenance or modifications	1	2	3	8	9	52
B33	Assessing the plan for large scale maintenance and modifications	1	2	3	8	9	53
III Training, information and communication							
B34	Design a safety campaign	1	2	3	8	9	54
B35	Implement a safety campaign	1	2	3	8	9	55
B36	Inform/discuss with safety representatives/committee about possible risks and safety measures	1	2	3	8	9	56
B37	Inform/discuss with employees about possible risks and safety measures	1	2	3	8	9	57
B38	Inform/discuss with first line supervisors about possible risks and safety measures	1	2	3	8	9	58
B39	Inform/discuss with line managers about possible risks and safety measures	1	2	3	8	9	59
B40	Inform/discuss with top management about possible risks and safety measures	1	2	3	8	9	60
B41	Publish information about safety in a company newsletter or other internal communication medium	1	2	3	8	9	61
B42	Involved in the selection criteria of new employees	1	2	3	8	9	62
B43	Prepare company policy relating to safety training	1	2	3	8	9	63
B44	Design safety training programmes or workshops	1	2	3	8	9	64
B45	Give safety training programmes, courses or workshops	1	2	3	8	9	65
B46	Keep records of employees' safety training	1	2	3	8	9	66
IV Inspection and research							
B47	Investigate accidents or incidents	1	2	3	8	9	67
B48	Investigate environmental incidents	1	2	3	8	9	68
B49	Keep statistics about accidents or incidents	1	2	3	8	9	69
B50	Keep statistics about sickness absence	1	2	3	8	9	70
B51	Make recommendations for improvement arising out of investigations	1	2	3	8	9	71
B52	Conduct workplace inspections of physical prevention measures	1	2	3	8	9	72
B53	Conduct workplace audits of safe behaviour	1	2	3	8	9	73
B54	Conduct audits of the safety management system	1	2	3	8	9	74

Please circle one number per task:		Weekly or more	Monthly	Yearly or less	Never yet but it is part of my job	Not part of my job	
V	Emergency procedures and settlement of damages						
B55	Prepare company policy on emergency procedures, intervention and first aid	1	2	3	8	9	75
B56	Prepare company policy on insurance and compensation	1	2	3	8	9	76
B57	Design/improve emergency procedures	1	2	3	8	9	77
B58	Organise practice of emergency procedures	1	2	3	8	9	78
B59	Manage a company firefighting team	1	2	3	8	9	79
B60	Be a member of the company firefighting team	1	2	3	8	9	80
B61	Give first aid courses	1	2	3	8	9	81
B62	Advise employer or employee about damage or injury claims	1	2	3	8	9	82
B63	Act as expert witness in legal cases or claims	1	2	3	8	9	83
VI	Regulatory tasks						
B64	Involved with making national/regional or industry-wide safety laws and rules	1	2	3	8	9	84
B65	Be a member of a standards committee for product safety	1	2	3	8	9	85
B66	Be a member of a standards committee for safety competence or skills	1	2	3	8	9	86
B67	Be a member of a standards committee for safety management systems	1	2	3	8	9	87
B68	Take part in designing guidance or standards for safety courses or training at national or industry level	1	2	3	8	9	88
B69	Take part in the design and implementation of safety campaigns at national or industry level	1	2	3	8	9	89
B70	Advise on insurance premiums for a workplace or company	1	2	3	8	9	90
B71	Advise on damage claims	1	2	3	8	9	91
B72	Answer questions from the public about safety	1	2	3	8	9	92
VII	Knowledge management						
B73	Read professional safety literature	1	2	3	8	9	93
B74	Attend courses or workshops about safety subjects	1	2	3	8	9	94
B75	Exchange knowledge and practical experiences with colleagues at local or national level	1	2	3	8	9	95
B76	Exchange knowledge and practical experience with colleagues at international level	1	2	3	8	9	96
B77	Write on safety in professional or scientific literature	1	2	3	8	9	97
B78	Document the safety management system	1	2	3	8	9	98
VIII	Management and financial						
B79	Manage other safety or working conditions professionals	1	2	3	8	9	99
B80	Prepare (parts of) an annual plan for safety	1	2	3	8	9	100

	Please circle one number per task:	Weekly or more	Monthly	Yearly or less	Never yet but it is part of my job	Not part of my job	
B81	Prepare (parts of) an annual report on safety	1	2	3	8	9	101
B82	Advise on/set the budget for safety	1	2	3	8	9	102
B83	Carry out cost-benefit analyses of safety measures or policies	1	2	3	8	9	103

Although we have tried to make this list as complete as possible, we know that this can never be done, given the great variety in what safety professionals do. If you think we have left out a significant safety task which you carry out, please mention it below and tell us how often you carry it out. If this space is not enough, use an extra sheet.

B84		1	2	3	8	9	104
B85		1	2	3	8	9	105

Section C: Types of hazard/issue

This section contains a list of types of hazard or issue that you, in your professional role, may have to deal with. You may not have to deal with all of them, and certainly not equally frequently. Please circle the number that reflects whether, and if so how frequently, you deal with these hazards/issues. If a hazard/issue is present in your company, but you don't have anything to do with it, please circle 8. If the type of hazard/issue is not present in your company, please circle 9.

	Please circle one number per hazard/issue:	Weekly or more	Monthly	Yearly or less	Present in company but no task	Not present	
C1	Lighting	1	2	3	8	9	106
C2	Cold or heat	1	2	3	8	9	107
C3	Noise	1	2	3	8	9	108
C4	Vibration	1	2	3	8	9	109
C5	Toxic and carcinogenic substances	1	2	3	8	9	110
C6	Biological risks	1	2	3	8	9	111
C7	Other occupational disease	1	2	3	8	9	112
C8	Ionising radiation	1	2	3	8	9	113
C9	Non-ionising radiation	1	2	3	8	9	114
C10	Fire	1	2	3	8	9	115
C11	Explosion	1	2	3	8	9	116
C12	Electricity	1	2	3	8	9	117
C13	Machinery and installations	1	2	3	8	9	118
C14	Vehicles	1	2	3	8	9	119
C15	Human errors	1	2	3	8	9	120
C16	Subsidence and collapses	1	2	3	8	9	121
C17	Falls	1	2	3	8	9	122
C18	Lifting	1	2	3	8	9	123

	Please circle one number per hazard/issue:	Weekly or more	Monthly	Yearly or less	Present in company but no task	Not present	
C19	Working posture	1	2	3	8	9	124
C20	Other physical workload	1	2	3	8	9	125
C21	VDUs	1	2	3	8	9	126
C22	Mental workload/stress	1	2	3	8	9	127
C23	Bullying and harassment	1	2	3	8	9	128
C24	Violence against employees	1	2	3	8	9	129
C25	Alcohol or drugs	1	2	3	8	9	130
C26	Environmental pollution	1	2	3	8	9	131
C27	Sustainability of production or products	1	2	3	8	9	132
C28	Product liability	1	2	3	8	9	133
C29	Road/transport safety	1	2	3	8	9	134
C30	Accidents to patients, passengers, students or other clients	1	2	3	8	9	135
C31	External safety	1	2	3	8	9	136
C32	Other (please specify:)	1	2	3	8	9	137

Section D: Internal and external relations

This section contains a list of people and authorities with whom you may deal in your role as a safety professional. We would like to know whether you work with these people and how often. Please indicate this by circling the number by each group that best indicates the frequency of contact. If you have not yet had contact with these people but it is part of your job, please circle 8. If it is not part of your job to have contact, circle 9.

	Please circle one number per contact:	Weekly or more	Monthly	Yearly or less	No contact yet, but is part of job	Not part of job	
D1	Occupational hygienist	1	2	3	8	9	138
D2	Occupational physician	1	2	3	8	9	139
D3	Ergonomist	1	2	3	8	9	140
D4	Work and organisation psychologist	1	2	3	8	9	141
D5	Other medical specialists	1	2	3	8	9	142
D6	Visitors	1	2	3	8	9	143
D7	Employees	1	2	3	8	9	144
D8	Line management	1	2	3	8	9	145
D9	Top management	1	2	3	8	9	146
D10	Works council or equivalent	1	2	3	8	9	147
D11	Quality department	1	2	3	8	9	148
D12	Technical/maintenance service	1	2	3	8	9	149
D13	Personnel department	1	2	3	8	9	150
D14	Financial division	1	2	3	8	9	151
D15	Lawyer	1	2	3	8	9	152
D16	Designer	1	2	3	8	9	153
D17	Company planner	1	2	3	8	9	154
D18	Environment expert	1	2	3	8	9	155

	Please circle one number per contact:	Weekly or more	Monthly	Yearly or less	No contact yet, but is part of job	Not part of job	
D19	Policy maker in ministry	1	2	3	8	9	156
D20	Policy maker/planner in local authority	1	2	3	8	9	157
D21	Government inspector (national/local)	1	2	3	8	9	158
D22	Leave blank	1	2	3	8	9	159
D23	Standards body	1	2	3	8	9	160
D24	Certification body	1	2	3	8	9	161
D25	Industry federation	1	2	3	8	9	162
D26	Professional association	1	2	3	8	9	163
D27	Employers' federation	1	2	3	8	9	164
D28	Trade union official (national/local)	1	2	3	8	9	165
D29	Insurer	1	2	3	8	9	166
D30	Inspector of (social) insurer	1	2	3	8	9	167
D31	Safety officers of other organisations	1	2	3	8	9	168
D32	Safety committee or safety representative	1	2	3	8	9	169
D33	External safety consultant	1	2	3	8	9	170
D34	Educational establishment	1	2	3	8	9	171
D35	People living near the company	1	2	3	8	9	172
D36	Local fire service	1	2	3	8	9	173
D37	Other (please specify:)	1	2	3	8	9	174

Section E: Personal information

This section asks for some personal information. Please answer by circling the number appropriate to you.

E1	How many years have you been working as a safety professional?		175
	1	0–5 years	
	2	6–10 years	
	3	11–20 years	
	4	More than 20 years	
E2	How many years have you worked as a safety professional with your present company?		176
	1	0–5 years	
	2	6–10 years	
	3	11–20 years	
	4	More than 20 years	
E3	Are you a member of a professional association related to safety? (Circle more than one if appropriate)		
	1	Institution of Occupational Safety and Health	177
	2	International Institute of Risk and Safety Management	178
	3	Institute of Risk Management	179
	4	British Occupational Hygiene Society	180
	5	Association of Occupational Health Nurse Practitioners (UK)	181
	6	Other (please specify:)	182

E4	What is your highest level of education?				183
	1	University level			
	2	Further education level			
	3	Secondary education level			
	4				
	5				
	6	Other (please specify:)			
E5	Which safety qualifications have you obtained? (Circle more than one if appropriate)				
	1	None			184
	2	MSc or higher in OSH			185
	3	Post-graduate qualification in OSH			186
	4	BSc in OSH			187
	5	Higher education diploma or equivalent (NEBOSH Dip2 or S/NVQ4)			188
	6	Other (please specify:)			189
E6	What is the job title of your safety function?				190
					
E7	What is your gender?				191
	1	Male	2	Female	
E8	What is your age?				192
	1	20–24 years	5	41–45 years	
	2	25–30 years	6	46–50 years	
	3	31–35 years	7	51–55 years	
	4	36–40 years	8	55 years or older	
E9	Have you any additional comments you wish to make about your role or tasks, or about this questionnaire?				193

Thank you for your assistance. It will make an invaluable contribution to our aim of understanding better the role of the safety professional.

Please return the completed questionnaire in the enclosed **post-paid envelope**, or to:

Andrea Alexander, IOSH, The Grange, Highfield Drive, Wigston, Leicestershire LE18 1NN.

If you have any questions or comments you can also phone, fax or e-mail Richard Jones, IOSH Head of Technical Affairs, t +44 (0)116 257 3100, f +44 (0)116 257 3107, e-mail richard.jones@iosh.co.uk.

Appendix 2: Main process of organisation – all industries/services

This table shows responses to question A2 ('Which description best classifies the main process of your organisation or company?') in all industries and services.

Percentage	Industry/service sector
25.1	Other services*
13.5	Building and construction
8.7	Education
8.3	Transport, post, communications and storage
6.9	Health and welfare
4.6	Chemicals
4.3	Electricity, gas and water
4.3	Oil and coal
3.5	Food, drink and tobacco
2.7	Defence
2.4	Metal manufacture and products
1.8	Car and other transport vehicle manufacture
1.8	Property and real estate
1.7	Retail trade
1.4	Other**
1.3	Mining, quarrying
1.3	Rubber and plastics
1.1	Machines and other technical equipment
1.0	Electrical, electronic and optical instruments
0.9	Paper and printing
0.8	Financial services
0.8	Recycling and waste
0.7	Glass, ceramics and cement
0.3	Agriculture or forestry
0.3	Furniture and woodworking
0.3	Hotels and catering
0.2	Textiles, leather and clothing
0.1	Fishing

* 'Other services' include local authority/public services (199 cases) and central government (32), as well as other smaller groups such as facilities/maintenance (14), training/consultancy (9), industrial/business (6) and miscellaneous (4) (see also Appendix 3).

** 'Other' includes nuclear (6 cases), manufacture of non-metal (4), research (2) and miscellaneous (3).

Note: The percentages are of 1054 respondents.

Appendix 3: Main process of organisation – ‘other services’

The following table groups together the comments given in the ‘other services’ category to question A2: ‘Which description best classifies the main process of your organisation or company?’. The number of respondents in each category (if more than one) is indicated in brackets.

Category	Other services	
Central government (32 cases)	Central government (21) Civil service (3) Inspectorate	Law and order Non-departmental government body (2) Prison service (4)
Facilities/maintenance (14 cases)	Energy management Engineering maintenance Facilities maintenance Facilities management (5)	Maritime maintenance Mechanical and electrical maintenance (2) Project management (2) Ship and submarine maintenance and repair
Industrial/business (6 cases)	Car/van/plant/site accommodation hire Chemical cleaning/steam blowing	Employer/trade association (2) Industrial services Television production
Public service (199 cases)	County council (3) Emergency service Enforcement agency Environment Agency (2) Leisure (2) Local authority (87) Local authority (unitary) (3) Local government (73)	Museum Non-departmental public body Police (13) Public administration Public services (6) Statutory roads authority Utilities Voluntary/charity (3)
Training/consultancy (9 cases)	Aviation flying training Building and construction/training and consultancy services Fire service command training	Health and safety training (2) Training (3) Training and assessment
Miscellaneous (4 cases)	Business process Human resources (2)	Veterinary research

Appendix 4: Other countries to which respondents' work relates

This table shows the countries given in response to question A7 (1): 'Are these sites/companies in more than one country? If so, which?'. Overall, respondents cited over 80 countries.

Country/Location	Frequency	Country/location	Frequency
Africa (45)	16	Australasia (23)	
Algeria	4	Australia	20
Cameroon	1	New Zealand	3
Equatorial Guinea	3		
Gabon	2	Europe (excl. Russia) (508)	60
Gambia	2	Austria	3
Kenya	1	Balkans	2
Libya	2	Belgium	16
Nigeria	2	Benelux	3
Seychelles	1	Bosnia	2
South Africa	10	Croatia	1
Uganda	1	Czech Republic	6
		Cyprus	7
Americas and West Indies (93)		Denmark	6
Argentina	1	Finland	5
Bahamas	1	France	41
Brazil	4	Gibraltar	9
Canada	7	Germany	44
Caribbean	3	Greece	3
Chile	1	Holland	32
Colombia	2	Hungary	1
Equador	1	Ireland	57
Falkland Islands	6	Italy	22
Mexico	1	Kosovo (Serbia)	1
Peru	1	Malta	3
Puerto Rico	1	Norway	8
South America	5	Portugal	7
Trinidad and Tobago	2	Poland	12
United States	56	Romania	3
Venezuela	1	Scandinavia	2
		Spain	25
Asia (incl. Russia, excl. Middle East) (83)	14	Sweden	4
Azerbaijan	2	Switzerland	4
Bangladesh	2	Ukraine	1
China	12	UK (incl. Channel Is. and Isle of Man)	118
Hong Kong	5		
India	6	Middle East/Gulf (34)	15
Indonesia	4	Abu Dhabi	1
Japan	6	Dubai	3
Kazakhstan	3	Iran	1
Korea	1	Israel	1
Malaysia	5	Oman	7
Pakistan	1	Saudi Arabia	2
Philippines	2	United Arab Emirates	4
Russia	5		
Singapore	4	Miscellaneous* (73)	31
Taiwan	1	Commonwealth of Independent States	1
Thailand	5	Worldwide	41
Turkey	5		

* 'Miscellaneous' includes respondents reporting work in unspecified other countries.

Appendix 5: Other work done besides safety

This table shows the kinds of 'other work' done by safety professionals besides safety-related tasks, in response to question A10 ('What other work do you do besides your safety activities?'). 17% (274) of respondents gave 386 examples of other responsibilities, which were grouped into 32 broad categories. The largest groups were: environmental management (45 cases); teaching, training and development (39); business and risk management (29); facilities and maintenance (23); and health, hygiene and welfare (22).

Other work that is done besides safety	
Administrative work (2)	Family (4)
Assessor/examiner (7)	Fire (7)
Auditing (2)	Food (4)
Aviation and general transport (3)	Health, hygiene and welfare (22)
Business and risk management (29)	Human resources (7)
Charity, voluntary and community work (15)	Insurance (8)
Construction (6)	Litigation/legal work and compliance (5)
Consultancy (management) (16)	Magistrate (2)
Departmental manager (15)	Project manager (13)
Director (11)	Quality management (11)
Enforcement (2)	Research (5)
Engineering (6)	Security (12)
Environmental management (45)	(Semi-) retired (17)
Equalities (4)	Teaching, training and development (39)
Expert witness (7)	Writing (4)
Facilities/maintenance (23)	Miscellaneous (33)

Appendix 6: Other specialists in respondents' organisations

In response to question A11 ('Are there other health, safety or environment specialists working in your organisation?'), 259 respondents cited 328 examples, which were grouped into 35 categories. The main categories were: OSH advisers or consultants (44 cases); trainers (25); biologists (19); engineers (19); and occupational health/hygiene specialists (19).

Other specialists working in respondents' organisations	
Asbestos (6)	Management systems (7)
Aviation (2)	Manual handling (12)
Back care (6)	Medical/clinical risk (9)
Behavioural (4)	Microbiologist/infection control (12)
Biologist (19)	Noise and vibration (6)
Business operations (3)	Occupational health/hygiene (19)
Chemist (11)	Physiotherapist (8)
Construction (8)	Psychologist (7)
Education (3)	Quality assurance/regulatory (12)
Electrician (3)	Radiation (4)
Emergency planning (9)	Rail (4)
Engineer/machinery (19)	Risk (13)
Environmental health officer (11)	Road (2)
Food (6)	Security (7)
Hazardous material (6)	Training (25)
Health and safety adviser/consultant (44)	Water/energy (4)
Insurance (2)	Miscellaneous (13)
Legal (2)	

Appendix 7: Task frequency summary for respondents

Task		Frequency	
		Category	%
I Problem identification and analyses			
B1	Investigate and evaluate workplace or plant risks	A	97.7
B2	Perform job safety analyses	A	82.1
B3	Involved as a member of a design team in integrating safety in the design of plant, processes, buildings and so on	B	67.6
B4	Review a design based on safety criteria, as someone external to the design team	B	68.7
B5	Carry out risk analysis of projects, designs or activities	A	84.9
II Developing and implementing solutions			
B6	Develop company policy for sustainable processes or products	B	74.5
B7	Develop company environmental policy	C	44.3
B8	Prepare company policy related to safety of machines, processes or workplaces	A	91.8
B9	Specify safety measures for machines, processes or workplaces	A	91.8
B10	Develop/improve procedures for the safe use and maintenance of machines, processes or workplaces	A	92.3
B11	Give instruction on the safe use and maintenance of machines, processes or workplaces	A	83.0
B12	Check compliance with safety procedures for machines, processes or workplaces	A	94.3
B13	Prepare company policy relating to dangerous materials	A	80.1
B14	Specify safety measures for dangerous materials	B	79.7
B15	Design/improve safety procedures for the use and storage of dangerous materials	B	77.9
B16	Check compliance with safety procedures for dangerous materials	A	84.0
B17	Prepare company policy for PPE	A	84.1
B18	Specify which PPE to purchase	B	73.4
B19	Design/improve procedures for the use and maintenance of PPE	B	77.8
B20	Monitor the correct use of PPE	A	83.2
B21	Develop the company safety management system	A	93.7
B22	Design performance indicators for the safety management system	A	85.0
B23	Monitor the functioning of the safety management system	A	93.9
B24	Propose improvements to the safety management system or parts of it	A	97.0
B25	Prepare company policy on safety culture	B	79.5
B26	Assess the safety culture	A	83.9
B27	Propose improvements to the safety culture	A	87.7
B28	Lead or advise on organisational change to achieve improvement in safety performance	A	88.5
B29	Check whether company policy or procedures conform to legal rules and regulations	A	96.8
B30	Prepare permits to work for dangerous work	C	40.6
B31	Check compliance with permits to work	B	66.4
B32	Member of the team for planning large scale maintenance or modifications	C	43.1
B33	Assessing the plan for large scale maintenance or modifications	C	46.9
III Training, information and communication			
B34	Design a safety campaign	B	78.4
B35	Implement a safety campaign	B	75.8
B36	Inform/discuss with safety representatives/committee about possible risks and safety measures	A	89.7
B37	Inform/discuss with employees about possible risks and safety measures	A	95.1
B38	Inform/discuss with first line supervisors about possible risks and safety measures	A	96.5
B39	Inform/discuss with line managers about possible risks and safety measures	A	97.7
B40	Inform/discuss with top management about possible risks and safety measures	A	97.5
B41	Publish information about safety in a company newsletter or other internal communication medium	B	77.6
B42	Involved in the selection criteria for new employees	C	45.5
B43	Prepare company safety policy relating to safety training	A	83.2
B44	Design safety training programmes or workshops	A	91.0
B45	Give safety training programmes, courses or workshops	A	93.4
B46	Keep records of employees' safety training	C	47.1
IV Inspection and research			
B47	Investigate accidents or incidents	A	93.1
B48	Investigate environmental incidents	C	45.3
B49	Keep statistics about accidents and incidents	B	71.8
B50	Keep statistics about sickness absence	D	24.4

B51	Make recommendations for improvement arising out of investigations	A	94.2
B52	Conduct workplace inspections of physical prevention measures	A	92.7
B53	Conduct workplace audits of safe behaviour	A	80.1
B54	Conduct audits of the safety management system	A	91.9
V Emergency procedures and settlement of damages			
B55	Prepare company policy on emergency procedures, intervention and first aid	A	81.6
B56	Prepare company policy on insurance and compensation	D	22.8
B57	Design/improve emergency procedures	A	82.0
B58	Organise practice of emergency procedures	C	55.1
B59	Manage a company firefighting team	D	10.9
B60	Be a member of the company firefighting team	D	7.8
B61	Give first aid courses	D	7.3
B62	Advise employer or employee about damage or injury claims	B	69.1
B63	Act as expert witness in legal cases or claims	D	24.4
VI Regulatory tasks			
B64	Involved with making national/regional or industry-wide safety laws and rules	D	27.7
B65	Be a member of a standards committee for product safety	D	9.4
B66	Be a member of a standards committee for safety competence or skills	D	19.5
B67	Be a member of a standards committee for safety management systems	D	20.8
B68	Take part in designing guidance or standards for safety courses or training at national or industry level	C	31.5
B69	Take part in the design and implementation of safety campaigns at national or industry level	D	26.1
B70	Advise on insurance premiums for a workplace or company	D	11.2
B71	Advise on damage claims	C	32.5
B72	Answer questions from the public about safety	C	46.2
VII Knowledge management			
B73	Read professional safety literature	A	99.7
B74	Attend courses or workshops about safety subjects	A	99.4
B75	Exchange knowledge and practical experience with colleagues at local or national level	A	98.4
B76	Exchange knowledge and practical experience with colleagues at international level	C	41.2
B77	Write on safety in the professional or scientific literature	D	23.3
B78	Document the safety management system	B	78.2
VIII Management and financial			
B79	Manage other safety or working conditions professionals	C	58.1
B80	Prepare (parts of) an annual plan for safety	A	80.2
B81	Prepare (parts of) an annual report on safety	B	77.0
B82	Advise on/set the budget for safety	C	51.8
B83	Carry out cost-benefit analyses of safety measures or policies	C	50.0
B84	Other (1)	D	
B85	Other (2)	D	

Parts of Section B (Tasks)	A	B	C	A	B	C	D	Total
I Problem identification and analyses	3				2			5
II Developing and implementing solutions	15	1		2	6	4		28
III Training, information and communication	7	1		1	2	2		13
IV Inspection and research	5	1				1	1	8
V Emergency procedures and settlement of damages		1		2		1	5	9
VI Regulatory tasks						3	6	9
VII Knowledge management	3				1	1	1	6
VIII Management and financial			1	1	1	2		5
Total	33	4	1	6	12	14	13	83

Appendix 8: Core tasks by international criteria (dealt with by >60% of respondents)

Task		Frequency	
		Category	%
I Problem identification and analyses			
B1	Investigate and evaluate workplace or plant risks	A	97.7
B2	Perform job safety analyses	A	82.1
B3	Involved as a member of a design team in integrating safety in the design of plant, processes, buildings and so on	B	67.6
B4	Review a design based on safety criteria, as someone external to the design team	B	68.7
B5	Carry out risk analysis of projects, designs or activities	A	84.9
II Developing and implementing solutions			
B6	Develop company policy for sustainable processes or products	B	74.5
B8	Prepare company policy related to safety of machines, processes or workplaces	A	91.8
B9	Specify safety measures for machines, processes or workplaces	A	91.8
B10	Develop/improve procedures for the safe use and maintenance of machines, processes or workplaces	A	92.3
B11	Give instruction on the safe use and maintenance of machines, processes or workplaces	A	83.0
B12	Check compliance with safety procedures for machines, processes or workplaces	A	94.3
B13	Prepare company policy relating to dangerous materials	A	80.1
B14	Specify safety measures for dangerous materials	B	79.7
B15	Design/improve safety procedures for the use and storage of dangerous materials	B	77.9
B16	Check compliance with safety procedures for dangerous materials	A	84.0
B17	Prepare company policy for PPE	A	84.1
B18	Specify which PPE to purchase	B	73.4
B19	Design/improve procedures for the use and maintenance of PPE	B	77.8
B20	Monitor the correct use of PPE	A	83.2
B21	Develop the company safety management system	A	93.7
B22	Design performance indicators for the safety management system	A	85.0
B23	Monitor the functioning of the safety management system	A	93.9
B24	Propose improvements to the safety management system or parts of it	A	97.0
B25	Prepare company policy on safety culture	B	79.5
B26	Assess the safety culture	A	83.9
B27	Propose improvements to the safety culture	A	87.7
B28	Lead or advise on organisational change to achieve improvement in safety performance	A	88.5
B29	Check whether company policy or procedures conform to legal rules and regulations	A	96.8
B31	Check compliance with permits to work	B	66.4
III Training, information and communication			
B34	Design a safety campaign	B	78.4
B35	Implement a safety campaign	B	75.8
B36	Inform/discuss with safety representatives/committee about possible risks and safety measures	A	89.7
B37	Inform/discuss with employees about possible risks and safety measures	A	95.1
B38	Inform/discuss with first line supervisors about possible risks and safety measures	A	96.5
B39	Inform/discuss with line managers about possible risks and safety measures	A	97.7
B40	Inform/discuss with top management about possible risks and safety measures	A	97.5
B41	Publish information about safety in a company newsletter or other internal communication medium	B	77.6
B43	Prepare company safety policy relating to safety training	A	83.2
B44	Design safety training programmes or workshops	A	91.0
B45	Give safety training programmes, courses or workshops	A	93.4
IV Inspection and research			
B47	Investigate accidents or incidents	A	93.1
B49	Keep statistics about accidents and incidents	B	71.8
B51	Make recommendations for improvement arising out of investigations	A	94.2
B52	Conduct workplace inspections of physical prevention measures	A	92.7
B53	Conduct workplace audits of safe behaviour	A	80.1
B54	Conduct audits of the safety management system	A	91.9

	V Emergency procedures and settlement of damages		
B55	Prepare company policy on emergency procedures, intervention and first aid	A	81.6
B57	Design/improve emergency procedures	A	82.0
B62	Advise employer or employee about damage or injury claims	B	69.1
	VII Knowledge management		
B73	Read professional safety literature	A	99.7
B74	Attend courses or workshops about safety subjects	A	99.4
B75	Exchange knowledge and practical experience with colleagues at local or national level	A	98.4
B78	Document the safety management system	B	78.2
	VIII Management and financial		
B80	Prepare (parts of) an annual plan for safety	A	80.2
B81	Prepare (parts of) an annual report on safety	B	77.0

Appendix 9: Core tasks dealt with by internal, external and insurer practitioners

Core UK tasks	% of practitioners dealing with task		
	Internal ¹	External ²	Insurer ³
Read professional safety literature	99.1	97.6	100.0
Investigate/evaluate workplace or plant risks	88.1	86.5	100.0
Inform/discuss with line managers	89.7	78.2	84.4
Inform/discuss with first-line supervisors	87.3	75.3	81.3
Exchange knowledge with colleagues at local/national level	84.6	79.3	81.3
Inform/discuss with employees	83.9	70.7	71.9
Inform/discuss with top management	80.1	72.6	87.5
Make recommendations from investigations	81.4	52.2	59.4
Conduct workplace inspections	73.7	68.5	81.2
Check compliance of machines, processes and workplaces	68.5	69.9	84.4
Check company policy conforms to legal rules and regulations	67.3	71.2	87.5
Investigate accidents or incidents	76.3	46.8	62.5
Give safety training/courses/workshops	63.7	74.4	62.5
Monitor the functioning of the safety management system	68.5	61.1	81.2
Inform/discuss with safety representatives/committee	74.1	48.2	59.4
Propose improvements to the safety management system	64.8	66.0	87.5
Specify safety measures for machines, processes or workplaces	63.1	66.5	78.1
Develop procedures for machines, processes or workplaces	62.4	65.9	80.7
Keep statistics about accidents and incidents	77.5	25.9	40.6
Develop the company's safety management system	56.5	60.1	73.4
Attend courses or workshops about safety subjects	58.1	48.1	50.0
Monitor the correct use of PPE	56.3	51.5	65.7
Risk analysis of projects, designs or activities	55.3	52.4	62.5
Give instruction on machines, processes or workplaces	52.5	55.6	68.7
Perform job safety analyses	53.9	52.1	65.7
Lead or advise on organisational change	52.3	47.4	65.7
Conduct audits of the safety management system	47.9	55.7	68.8
Developing company policy on machines, processes or workplaces	46.9	57.7	56.3
Publish safety information in newsletter or other medium	58.1	31.4	34.4
Design safety training programmes/workshops	44.1	61.0	54.9
Conduct workplace audits of safe behaviour	47.5	48.7	59.4
Propose improvements to the safety culture	45.9	47.7	78.2
Assess the safety culture	45.1	43.4	78.1
Check compliance for dangerous materials	44.2	43.8	58.1
Develop company policy for sustainable processes or products	40.4	47.5	59.4
Advise employer or employee about damage or injury claims	41.7	37.2	81.3
Design performance indicators for the safety management system	39.1	42.8	50.0

Key:

1 Internal = industry/services (1068 cases)

2 External = consultant/advisory body (466 cases)

3 Insurer = adviser/assessor from insurance company (32 cases)

The 'other' category data have been omitted as they represent only 18 cases and the category is not a defined organisational group

Appendix 10: Other tasks reported by respondents

In response to questions B84 and B85, at least 23% of respondents mentioned other tasks that they felt were not covered by the questionnaire. 376 respondents used the first 'other task' option, and 196 gave second or subsequent other tasks, with a total of 596 other tasks listed. These tasks were divided into 23 broad categories.

Other tasks reported by respondents	
Advise/monitor/manage occupational health matters (27)	Mediate disputes/liaise with trade unions (7)
Business management (17)	Mentor/act as consultant/advise (74)
Committee/board/group member (22)	Monitor, assess, audit and inspect (53)
Direct or manage staff/office/projects (30)	Policies/strategies for safety, risk, quality and integrated management systems (67)
Environmental monitoring/management (20)	Public/stakeholder activities (9)
Equipment/maintenance (3)	Research/statistical analysis (10)
Finance (5)	Risk identification and method statements/safety cases (23)
Human resources support (6)	Security/emergency planning/major incidents (24)
Internal/external presentations (5)	Training/education (59)
IT systems (6)	Vet/assess contractors or plans for contracts (61)
Legislation/litigation and liaising with legal or insurance professionals (25)	Miscellaneous (18)
Liaise with government authorities (25)	

Appendix 11: Hazard frequency summary for respondents

Frequency %	Question no.	Hazard	Category
96.1	C18	Lifting	A
94.9	C17	Falls	A
94.4	C15	Human errors	A
93.9	C19	Working posture	A
93.9	C21	VDUs	A
91.9	C12	Electricity	A
91.1	C10	Fire	A
90.6	C13	Machinery and installations	A
90.4	C3	Noise	A
90.3	C2	Cold or heat	A
89.8	C14	Vehicles	A
89.0	C1	Lighting	A
87.6	C20	Other physical workload	A
83.4	C5	Toxic and carcinogenic substances	A
79.5	C22	Mental workload/stress	B
79.5	C29	Road/transport safety	B
75.7	C7	Other occupational disease	B
71.8	C4	Vibration	B
70.5	C31	External safety	B
67.2	C6	Biological risks	B
66.1	C30	Accidents to patients, passengers, students or clients	B
62.1	C11	Explosion	B
58.1	C25	Alcohol or drugs	C
57.6	C24	Violence against employees	C
53.2	C9	Non-ionising radiation	C
51.5	C26	Environmental pollution	C
47.7	C23	Bullying and harassment	C
42.5	C8	Ionising radiation	C
41.3	C16	Subsidence and collapses	C
29.4	C27	Sustainability of production or products	D
24.9	C28	Product liability	D
	C32	Other	

Appendix 12: Core hazards dealt with by internal, external and insurer practitioners

Core UK hazards	% of practitioners dealing with task		
	Internal ¹	External ²	Insurer ³
Lifting	81.7	78.8	84.4
Human errors	75.7	73.8	84.4
Working posture	71.8	74.4	84.4
Falls	71.3	73.0	78.7
VDUs	66.6	70.4	90.6
Fire	67.3	69.9	87.5
Machinery and installations	60.1	73.1	81.3
Electricity	60.9	68.9	87.5
Vehicles	60.4	68.3	84.4
Other physical workload	57.3	59.0	78.1
Noise	46.2	62.3	71.9
Mental workload/stress	49.6	46.7	68.8
Cold or heat	47.9	51.4	65.7
Toxic and carcinogenic substances	45.8	50.7	59.4
Road/transport safety	45.6	48.6	71.0
Lighting	44.6	49.3	62.6
Accidents to patients, passengers, students, clients	42.4	39.4	65.6
External safety	36.4	51.3	81.3

Key:

1 Internal = industry/services (1068 cases)

2 External = consultant/advisory body (466 cases)

3 Insurer = adviser/assessor from insurance company (32 cases)

The 'other' category data have been omitted as they represent only 18 cases and the category is not a defined organisational group

Appendix 13: Other hazards/issues encountered by practitioners

In response to question C32, 119 respondents mentioned other hazards and issues that they felt were not covered by the questionnaire. These respondents cited 129 examples, which were grouped into 16 broad categories: dust, fumes and pollution (14 cases); public and non-employees (13); construction (12); working environment (11); slips, trips and falls (9); compliance/management systems (8); contractors (8); travel/off-site activity (6); major events/disasters (6); security (5); equipment (5); welfare (4); competence (education and training) (3); marine (3); food (3); and miscellaneous (19). The number of respondents dealing with each hazard/issue (if more than one) is indicated in brackets.

Other types of hazard/issue that respondents may have to deal with	
Compliance/management systems (8) Disability Discrimination Act Environmental management systems/quality Implementing ISO 14000/ISO 18000/ISO 9001 systems (integrated) Introducing behavioural safety Policy and safety management systems (2) Risk assessment of all work activities Site health and safety inspections/audits	Public and non-employees (13) Accidents/incidents involving the public (7) Accidents to volunteers Client organisations (2) Community Community violence Patient safety
Competence (education/training) (3) Lack of training/competence Local colleges Safety in training events	Security (5) Assaults Lone working (3) Personal safety/security
Construction (12) Bridge maintenance Construction (4) Construction (Design and Management) Regulations (3) Construction safety Excavations Structural safety Temporary or mobile construction sites	Slips, trips and falls (9) Slips and trips Slips, trips and falls Working at height (7)
Contractors (8) Accidents to contractors Contractor management (4) Hazards presented by contractors (3)	Travel/off-site activity (6) Home working Local transport plans Outdoor activities (2) Off-site activities Overseas travel risks Working away from home for weeks at a time
Dust, fumes and pollution (14) Asbestos (8) Dust control (3) Gas (2) Hazardous substances Respiratory irritants Waste disposal	Welfare (4) Fatigue and Working Time Regulations First aid Occupational health Welfare
Equipment (5) Gas appliances Hand tools Machinery conformity Pressure systems (2)	Working environment (11) Accommodation/work area Confined spaces (9) Local environmental conditions, ventilation
Food (3) Food hygiene Food safety (2)	Miscellaneous (19) Administration of medication Animal behaviour Consultancy (3) Dealing with challenging behaviour Electromagnetic radiation (phone masts, power lines) Genetically modified organisms Hot water and surfaces (children and people with disabilities) Logistics Medication errors and analysis of system errors Movement hazards for rail vehicles Non-specific 'other' Radiological safety Retail Skin care Special waste Sports injuries Workers struck by vehicles (trains)
Major events/disasters (6) Explosives Major disasters Major events, eg fireworks displays, air shows (2) Terrorism (2)	
Marine (3) Deep/flowing water Marine aviation Sea conditions	

Appendix 14: Internal/external relations frequency summary for respondents

Frequency %	Hazard	Category
99.3	Line management	A
98.9	Top management	A
98.4	Employees	A
95.3	Safety officers of other organisations	A
92.2	Safety committee or safety representative	A
91.4	Personnel department	A
89.8	Professional association	A
88.3	Technical/maintenance service	A
88.0	Visitors	A
81.6	Government inspector (national, local)	A
77.7	Works council or equivalent	B
77.2	External safety consultant	B
75.6	Financial division	B
71.6	Local fire service	B
68.4	Occupational physician	B
68.0	Trade union official (local or national)	B
67.9	Lawyer	B
67.2	Insurer	B
66.6	Designer	B
63.5	Educational establishment	B
62.7	Environmental expert	B
61.4	Quality department	B
58.7	Occupational hygienist	C
52.0	Industry federation	C
50.8	Company planner	C
48.8	Other medical specialist	C
46.2	People living around the company	C
45.6	Ergonomist	C
45.1	Certification body	C
42.9	Employers' federation	C
38.3	Standards body	C
35.3	Policy maker or planner in local authority	C
26.8	Inspector of (social) insurer	D
20.6	Policy maker in ministry	D
20.0	Work and organisational psychologist	D
	Other	

Appendix 15: Core contacts dealt with by internal, external and insurer practitioners

Core UK contacts	% of practitioners having contact		
	Internal ¹	External ²	Insurer ³
Line management	98.4	92.7	100.0
Top management	92.8	87.1	100.0
Employees	98.1	89.5	93.7
Safety officers of other organisations	74.1	70.0	65.6
Safety committee or safety representative	80.6	59.6	56.3
Personnel department	82.4	56.1	84.4
Professional association	53.5	46.1	35.5
Technical/maintenance service	80.0	57.7	87.1
Visitors	75.9	54.9	53.1
Works council or equivalent	63.1	37.1	50.1
Financial division	53.0	34.6	64.5
Trade union official (local or national)	52.0	25.8	35.5
Quality department	45.8	31.9	53.1

Key:

1 Internal = industry/services (1068 cases)

2 External = consultant/advisory body (466 cases)

3 Insurer = adviser/assessor from insurance company (32 cases)

The 'other' category data have been omitted as they represent only 18 cases and the category is not a defined organisational group

Appendix 16: Other internal/external relations reported by respondents

In response to question D37, 123 respondents mentioned 161 other contacts that they felt were not covered by the questionnaire. These were grouped into 10 broad categories: emergency services (42 cases); public services (27); specialist institutions/professionals (26); clients/general public (17); education (15); contractors or consultants (13); trade/industry (8); government (6); training providers (4); and miscellaneous (3). The number of respondents dealing with each contact (if more than one) is given in brackets.

Other internal/external relations that respondents may have to deal with	
Clients/general public (17) Clients (6) Clients' client Complainants Customers (3) General public (2) Service users (3) Tenants	Local authority (3) Local authority emergency planning officer Local liaison committee Scottish Natural Heritage Social services clients and pupils South East fire officer
Contractors/consultants (13) Consultants Contractors (11) Fire consultant	Specialist institutions/professionals (26) Chartered Management Institute Childcare practice advisers Counter-terrorist officers Elected members Health and safety advisers (2) Internal auditors Lawyers (headquarters/top level) Management of aggression advisers Occupational health nurse (3) Occupational physiotherapist Occupational safety and health group (3) Optician Prison auditors Radiation protection advisers (2) Risk assessors after accident or damage claim Risk manager (2) Safety, health and environment managers of other organisations Sector safety group projects Training managers
Education (15) External training providers Head teachers NEBOSH (2) NVQ awarding body OFSTED Parents (3) School governors (5) Schools	Trade/industry (8) Industry, national Nuclear industry forum PPE product representatives PPE suppliers Safety related product/service providers Sales representatives Trade associations Train operators
Emergency services (42) Ambulance service (10) Coastguard (3) Courts Hospital Police (24) Safety officers in police Security (2)	Training providers (4) Licensing Professional/industry training organisations Trade union training group Trainers
Government (6) Government departments (3) Military Ministry of Defence Politicians	Miscellaneous (3) Building control Publishers Voluntary workers
Public services (27) Central government County emergency planning group Enforcing bodies Environment Agency (2) Environmental health officers (5) HSE (5) Hospital trust Housing association Lead authority partnership, health and safety/fire Local authorities' special interest groups	

Appendix 17: Membership of other professional associations

In response to question E3, 384 respondents mentioned 467 other professional associations related to safety that they were members of and that were not covered by the questionnaire.

Membership of other professional associations related to safety	
American Society of Safety Engineers (18)	Institute of Environmental Managers (4)
Association of Insurance and Risk Managers (2)	Institute of Explosives Engineers (2)
Association of Local Authority Risk Managers (6)	Institute of Fire Engineers (19)
Association of Planning Supervisors (16)	Institute of Fire Prevention Officers (5)
Association of University Radiation Protection Officers (2)	Institute of Fire Safety Managers (4)
British Institute of Occupational Hygiene (5)	Institute of Incorporated Engineers (2)
British Safety Council (4)	Institute of Leadership and Management (5)
Chartered Institute of Environmental Health (39)	Institute of Petroleum (3)
Chartered Institute of Personnel and Development (19)	Institute of Quality Assurance (5)
Chartered Insurance Institute (2)	Institute of Quarrying (3)
Chartered Management Institute (6)	Institute of Safety and Technology Research (24)
Emergency Planning Society (2)	Institution of Mechanical Engineers (6)
Ergonomics Society (4)	Regional Educational Safety Officers Group (2)
Hotel and Catering International Management Association (2)	Royal College of Nursing (7)
Institute of Acoustics (7)	Royal Environmental Health Institute of Scotland (7)
Institute of Biology (4)	Royal Institute of Public Health and Hygiene (8)
Institute of Chemical Engineers (7)	Royal Society for the Prevention of Accidents (12)
Institute of Civil Engineers (3)	Royal Society of Chemistry (11)
Institute of Diagnostic Engineers (2)	Royal Society for the Promotion of Health (73)
Institute of Electrical Engineers (5)	Society for Radiological Protection (8)
Institute of Environmental Management and Assessment (31)	Society of Industrial Emergency Services Officers (2)
	Universities Safety and Health Association (3)
	Miscellaneous* (66)

* Miscellaneous: 66 other organisations each mentioned once by respondents

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