1. Product Overview

The HSL Safety Climate Tool (SCT) measures the perceptions of the workforce on health and safety issues, offering a unique insight into the safety culture within an organisation. It can be applied across industries of all sizes, from SME’s to large complex organisations. Multi-site companies can also use it to look at the strengths and weaknesses of different sites or business units.

The HSL SCT is delivered on a CD-ROM, which you install onto a suitable computer to allow you to produce a customised questionnaire that is then run across your organisation. Once the questionnaire survey has been run, the tool produces a series of automated charts that allow detailed analysis of the findings.

The HSL SCT is a revision of HSE’s original Climate Survey Tool; produced in 1997, the original HSE tool quickly became a byword for best practice in companies. The HSL SCT uses 8 key factors, which have been mapped around 40 statements to measure employee’s attitudes on Health and Safety issues.

2. Key Benefits

- ** Raises the profile of Health & Safety** – engages the workforce to talk about health and safety issues.
- **Captures sensitive information** – participants respond anonymously.
- **Enables active management of health and safety** - allows companies to highlight both areas of concern and good practice
- **Provides a baseline measure** - can help you evaluate whether health and safety initiatives have had the desired effects on performance.
3. Key Features

- Generates **paper** and **HTML** versions of the questionnaire.
- Quick wizard guides the user through **easy set up** to produce the survey.
- The survey can be **tailored** towards the organisation, for example by incorporating the company logo and supporting Management statement and by tailoring terminology within the SCT statements.
- Allows for up to 9 **demographic questions** and an additional 6 **open questions**.
- The software automatically analyses the data to produce a **series of charts** and also allows detailed filtering to further **interrogate your findings**.

**Outputs from the Tool**

The software is a powerful tool that generates the charts automatically from the entered or imported data. The data can also be viewed in tables, filtered and exported into a variety of other software packages for presentation purposes or complex statistical analysis. The data can be viewed in a variety of styles of automated charts. The example chart below shows the percentage of favourable, neutral & unfavourable responses for each of the eight factors.

**Summary of overall responses by factor for all respondents**

- **1: Organisational commitment**
- **2: ‘Health and Safety’ oriented behaviours**
- **3: Health and safety trust**
- **4: Usability of procedures**
- **5: Engagement in health and safety**
- **6: Peer group attitude**
- **7: Resources for health and safety**
- **8: Accidents and near miss reporting**

The chart shows the percentage of favourable, neutral & unfavourable responses for each of the eight factors.
4. System Requirements

The HSL SCT is powered by Snap Solo and runs on a PC workstation. The following are the minimum requirements:

<table>
<thead>
<tr>
<th>Component</th>
<th>Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer/processor</td>
<td>Intel Pentium processor 166Mhz (or equivalent)</td>
</tr>
<tr>
<td>RAM (random access memory)</td>
<td>64Mb of RAM</td>
</tr>
<tr>
<td>Hard disk space</td>
<td>2 GB hard drive or larger</td>
</tr>
<tr>
<td>Operating system</td>
<td>Windows 2000, Windows XP, Windows Vista and above</td>
</tr>
</tbody>
</table>

To use the web based surveys function of the software and to generate the associated HTML pages, you require:

- Access to a web server to host the survey;
- Access to an email server (SMTP/POP3);
- Internet access to the email response script on the Snap Surveys website (or access to an equivalent local script).

While every effort has been made to ensure that the software is free from error, HSL or SNAP cannot be held responsible for any incompatibility with your system and/or other software.

For further information contact:

The Health and Safety Laboratory (HSL)
Harpur Hill, Buxton, Derbyshire, SK17 9JN, UK

T: +44 (0) 1298 218 356
E: sct@hsl.gov.uk
W: www.hsl.gov.uk