WSCC Workers' Safety & Compensation Commission | ᐃᖅᑲᓇᐃᔭᖅᑎᓄᑦ ᐊᑦᑕᓇᖅᑐᓂᒃ ᐊᒻᒪ ᓇᔅᓴᐅᒃᑯᒫᓂᒃ ᖃᐅᔨᓴᖅᑎᑦ

SAFE ADVANTAGE • MANAGEMENT PRACTICES QUESTIONNAIRE

The Management Practices questionnaire evaluates employers' commitment to workplace safety under the Northwest Territories and Nunavut *Workers' Compensation Acts, Safety Acts*, and *Mine Health and Safety Acts*, and related *Regulations*.

Safe Advantage employers must complete a Management Practices Questionnaire each year. **Submit your completed questionnaire to the WSCC by Friday, March 30, 2012.** If you do not submit your questionnaire, you automatically forfeit any refund, and risk an additional Management Practices Penalty. You must score a minimum of 70% on both the Prevention and Return to Work sections of the questionnaire to remain eligible for a potential refund, and avoid a potential penalty.

Please contact the WSCC Safe Advantage Technician with any questions or concerns at 1-867-920-3888, or toll free at 1-800-661-0792. You can fax your questionnaire to 1-866-277-3677.

Safe ADVANTAGE

PART ONE: PREVENTION (This section evaluates your safety management practices.)

Employer Name: (Please print) ____________________

Completed by: (Please print) ____________________ Contact Number & Email Address: ____________________

Primary Employer Contact Name in NT/NU: ____________________ Contact Number & Email Address: ____________________

You must answer "Yes" to at least 11 of the 15 rated questions. This includes answering "Yes" to all the sub-questions. If Not Applicable (N/A), provide a full explanation. Failure to do so results in an automatic "No" answer. If you need more space, use another sheet of paper.

1. Is there a procedure in place, and posted for all to see, to report workplace incidents of a serious nature (to the WSCC Chief Safety Officer, as per the NWT and NU *Safety Acts*), and/or dangerous occurrences and reportable injuries (to the WSCC Chief Inspector of Mines, as per the NWT and NU *Mine Health and Safety Acts)*?

☐ Yes ☐ No ☐ N/A

Notes:

2. Is there a written safety policy that:

i.	outlines the company's commitment to safety;	☐ Yes	☐ No	☐ N/A
ii.	outlines health and safety program objectives;	☐ Yes	☐ No	☐ N/A
iii.	outlines employer, supervisor, and worker responsibilities;	☐ Yes	☐ No	☐ N/A
iv.	is available to all workers;	☐ Yes	☐ No	☐ N/A
v.	receives regular review and update; and	☐ Yes	☐ No	☐ N/A
vi.	the highest ranking official signs?	☐ Yes	☐ No	☐ N/A

Notes:

3. Is there an occupational health & safety (OHS) orientation for workers that covers the following topics:

i.	rights and responsibilities;	☐ Yes	☐ No	☐ N/A
ii.	emergency response;	☐ Yes	☐ No	☐ N/A
iii.	workplace hazards; and	☐ Yes	☐ No	☐ N/A
iv.	first aid and injury reporting?	☐ Yes	☐ No	☐ N/A

Notes:

4. Is there an OHS orientation for contractors who perform work at your worksite(s) that covers:

i.	emergency response;	☐ Yes	☐ No	☐ N/A
ii.	workplace hazards; and	☐ Yes	☐ No	☐ N/A
iii.	first aid and injury reporting?	☐ Yes	☐ No	☐ N/A

Notes:

5. If you are a contractor or subcontractor, did you receive an OHS orientation that covers: (if you are not a contractor or subcontractor please check N/A)

i.	emergency response;	☐ Yes	☐ No	☐ N/A
ii.	workplace hazards; and	☐ Yes	☐ No	☐ N/A
iii.	first aid and injury reporting?	☐ Yes	☐ No	☐ N/A

Notes: