

# Supervisor observational assessment

## 1 Supervisor assessment details

Name	Job role
.....	.....
Experience (organisation and position)	Experience (time in industry)
.....	.....
Location of Assessment	Date of Assessment
.....	<input type="text" value="/ /"/>
Assessor's name	Assessor's position
.....	.....

## 2 Understanding the role of a supervisor

What do you think is the role of a supervisor?

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What do you think are the key attributes of a supervisor?

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Can you demonstrate how you display exemplar safety behaviours i.e. PPE compliance, reverse parking, what is the site emergency number and how do you raise a concern?

.....

## Supervisor observational assessment

If you see one of your team in an unsafe situation or displaying unsafe behaviour, what would you do? *Explore understanding or reprimand immediately.*

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If you have a new starter or contractors, how do you outline, and ensure they understand what is expected of them regarding safety?

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Why does safety personally matter to you? *Because we have to or genuine relationship with safety - personal impacts etc.*

.....

Can you provide an example where you were presented with a challenge and how you / team overcame this? *Leadership approach, influencing / dictating, empowering individuals.*

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### 3 Safety Terminology / Understanding

What is the definition of a risk and a hazard? *Please provide an example.*

.....

What is the purpose of a Risk Assessment? *Explore 5 Steps approach. Are they communicated and discussed with the team and signed?*

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What is the purpose of a Permit to Work? *Controlling the risk - importance of control measure application.*

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What is the purpose of a Certificate of Isolation? *Eliminating the risk - importance of understanding personnel / locations / types of isolation and location of isolation points.*

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Explain the organisations behavioural / cultural change programme. *Explore understanding and underlying attitude towards buy in.*

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Explain the importance of wellbeing (physical and mental). *Explore understanding and awareness of organisations approach.*

.....

Why do we report accidents / incidents? *Escalation, learning, prevent recurrence involved in the investigation?*

.....

Review a live activity Risk Assessment and ask to discuss hazards, associated risks and identification of control measures.

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## Supervisor observational assessment

### 4 Activity observations

#### Please observe:

#### Comments Box

#### Morning / safety briefing:

*Location (away from distraction)*

*Clear*

*Confident*

*Engaging*

*Prompting questions*

*Summarised to ensure understanding*

*Recorded*

#### Interaction with team / contractors

*Activity RAMS reviewed and explained*

*Clear expectations*

*Coaching approach*

*Empowering*

*Empathy*

*Conflict Resolution / influencing*

#### Hazard Perception

*Discuss monitoring activities  
(inspection) and observe completion.*

*Are they reactive to risks and  
confident in intervening?*

#### General observations and comments

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