

Work organisation / psychosocial factors checklist

7 Psychosocial factors <i>(These factors are best dealt with through discussion with workers. Sensitivity may be required.)</i>	Yes	No	Describe any problem(s) and probable cause(s) <i>(eg Workers on piecework system. Support from supervisors and co-workers is low)</i>	Describe any risk control options you have identified	Control options <i>(not exhaustive list)</i>
7.1 Is the work paced? ie machine or team sets the pace, or the work rate is otherwise not under the worker's control					Improve the working environment: <input type="checkbox"/> Reduce monotony <input type="checkbox"/> Ensure reasonable workload and deadlines <input type="checkbox"/> Ensure good communication and reporting of problems <input type="checkbox"/> Encourage teamwork <input type="checkbox"/> Monitor and control overtime and shiftwork <input type="checkbox"/> Reduce or monitor productivity relatedness of pay systems <input type="checkbox"/> Provide appropriate training
7.2 Is there a system of work, or piecework, which encourages workers to skip breaks or to finish early?					
7.3 Do workers find it difficult to keep up with their work?					
7.4 Do workers feel that there is a lack of support from supervisors or co-workers?					
7.5 Is there overtime/ shiftwork that is unplanned, unmonitored and/or not organised to minimise risk of ULDs?					
7.6 Do the tasks require high levels of attention and concentration?					
7.7 Do the workers have little or no control over the way they do their work?					
7.8 Are there frequent tight deadlines to meet?					
7.9 Are there sudden changes in workload or seasonal changes in volume without any mechanisms for dealing with the change?					
7.10 Do workers feel they have been given sufficient training and information to carry out their job successfully!					