

SLIC 2012 – Psychosocial risks - Country reports - Instructions to templates

The country report consists of two parts: Country report I and Country report II.

Country report I consists of General Description, Assessment of the Campaign and Evaluation.

The template is in English and shall be completed in English.

Country report II consists of questions connected to the inspections of the campaign. The questionnaire is intended to summarize the results of the inspections on country level. It might be used to report on individual inspections. For this purpose, the template has been translated to all the EU-languages and made available on the website www.av.se/SLIC2012.

The summary of Country report II on country level shall be completed in English.

Country report I

General description

National legislation

Please, give a brief description of legal framework and reference to collective agreements. Is there a specific legislation on psychosocial risks in act or ordinance?

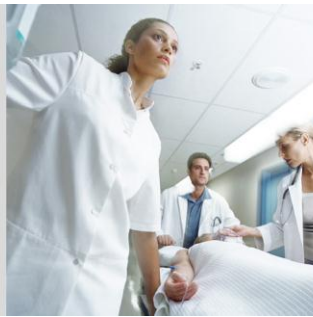
Campaign goals or indicators

Have you established national goals or indicators for the campaign? If yes, what are these?

SLIC inspection tools and methods

What tools of the SLIC toolkit did you use?





National tools

If you have used existing national tools or developed any national tools for performance of the campaign, please, describe them. If you have adjusted the tools of the toolkit, please, describe the changes!

Number of labour inspectors

The total number of labour inspectors?

The number of labour inspectors with competence on psychosocial risks?

The number of labour inspectors actively taking part in the campaign?

Training

Has specific training for preparation of the campaign taken place?

Has training material been developed?

The number of training days per inspector?

The number of inspectors trained?

National evaluation or follow-up

Did you make a specific national evaluation or follow-up of the SLIC campaign? Do you plan such an evaluation or follow-up? Please, describe!

Development of national information materials

Did you develop national information materials? Did you use existing national information materials? If you did, please, describe the type of materials and the target group! The materials might be attached.

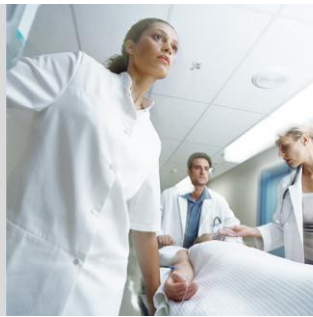
Development of a national campaign website

Did you develop a national campaign website? If you did, please, give the web address! What is the target group of the campaign website?

Assessment of the campaign

The first six questions are to be answered by the participating inspectors, based on their experience of the campaign inspections. The questions about “usefulness” should also contain a description about how the materials were used.





There are different ways of assessing the inspectors' experiences of the campaign.

- Via interviews with individual inspectors
- Via interviews with groups of inspectors
- Via interviews combined with questionnaires

The question about the employers' experiences of the campaign might be answered by asking the inspected employers after the inspection in an organized way. The questions to the employer might be about increased awareness on psychosocial risks, about improvement of risk assessments and action plans and measures to improve the psychosocial situation at the workplace.

If it is not possible to ask the employers, the inspectors might give their impressions on the opinions of the inspected employers.

Please, insert descriptions in the template or describe the experiences as attachments.

Evaluation

A SLIC Working Group for evaluation of joint initiatives has prepared a questionnaire to be used for evaluation of the three recent SLIC campaigns. The questions of the questionnaire have been included in the country report, most of them under the heading "Evaluation".

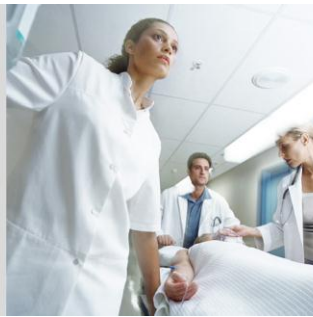
Eight aspects of the campaign are to be scaled according to a 1-5 basis.

Explanation of abbreviations:

OSH = Occupational Safety and Health

SME:s = Small and Medium Sized Enterprises





Country report II

The report consists of questions connected to inspections. The questionnaire is intended to summarize the results of the inspections on country level. The questionnaire might be used to report on individual inspections.

The report consists of a table and questions with alternative answers.

Number of inspections - table

Number of inspections (inspection visits)

The total number of inspection visits in the sector.

Number of follow-up inspections (part of total number)

Due to the complexity of the psychosocial risks at work, it might be necessary to make a second inspection in order to check what actions have been taken.

Number of inspected companies or institutions

Several inspection visits might take place at several worksites within a company, institution or other entity. Please, insert the number of companies etc.

Number of inspections (Size of worksite 1-9)

It is recommended to ask for the number of employees during the inspection visit.

Please, insert the number of inspection visits to worksites with 1-9 employees.

Number of inspections (Size of worksite 10-50)

It is recommended to ask for the number of employees during the inspection visit.

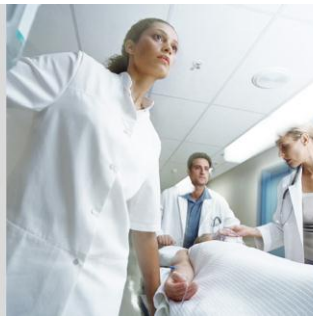
Please, insert the number of inspection visits to worksites with 10-50 employees.

Number of inspections (Size of worksite >50)

It is recommended to ask for the number of employees during the inspection visit.

Please, insert the number of inspection visits to worksites with more than 50 employees.





Other sectors

Except for the health, the service and the transport sector, other sectors might be chosen, according to national priorities. Please, indicate sector or sectors.

Questions 1-7

Please, fill in the relevant boxes. For questions 2, 3, 5, 6 and 7, several possibilities might be adequate.

Summarizing on country level

It is possible to use one template per inspection and to collect all the templates. By counting the number of answers in each box, it is possible to fill in a national report.

