Health and Safety Attitudes and Behaviours in the New Zealand Workforce: A Survey of Workers and Employers

2016 SURVEY TECHNICAL REPORT





AN UNCOMMON SENSE OF THE CONSUMER[™]

n

CITATION

When citing this report please use the following reference:

Nielsen. (2017). *Health and safety attitudes and behaviours in the New Zealand workforce: A survey of workers and employers. 2016 Survey. Technical report*. (A report to WorkSafe New Zealand). Wellington, New Zealand: Author.

CONTENTS

PAGE:

D	INTRODUCTION	5
,	WORKERS' SURVEY	8
	EMPLOYERS' SURVEY	38
	APPENDIX 1 – QUESTIONNAIRES • WORKERS • EMPLOYERS	63
	APPENDIX 2 – 0800 NUMBER FAQS	133
	APPENDIX 3 – WEIGHTING MATRIX	140
Î	APPENDIX 4 - GLOSSARY	143

INTRODUCTION



INTRODUCTION

BACKGROUND

New Zealand has unacceptably high rates of workplace fatalities and serious harm injuries. WorkSafe New Zealand (WorkSafe) regulates workplace health and safety and ensures that businesses are securing the health and safety of workers and workplaces. WorkSafe works collaboratively with businesses, undertakings, workers and their representatives to embed and promote good work health and safety practices.

WorkSafe was established as a stand-alone workplace health and safety regulator in December 2013. Its mandate from the Government is to lead New Zealand to an at least 25 percent reduction in workplace fatalities and serious harms by 2020. A focus of WorkSafe is the four sectors that are major contributors to New Zealand's workplace death and injury toll – Agriculture, Forestry, Construction and Manufacturing (the sectors examined in this report). WorkSafe has also significantly increased managerial and inspectorate capability and capacity in the high hazards sectors – extractives, and petroleum and geothermal. WorkSafe is also responsible for regulating adventure activities and other aspects of workplace safety.

In 2014, Nielsen was commissioned to implement a three-year survey programme, with the 2014 survey providing baseline research. The overall purpose of the research was to:

- Provide baseline measures of workers' and employers' attitudes and behaviours around health and safety that can be tracked over time
- Inform the design and development of interventions to improve workplace health and safety, both at an overall level and within each of the four sectors: Agriculture, Construction, Forestry and Manufacturing (to be consistent with the 2014 report, these are referred to as the four highrisk sectors).

The Commercial Fishing sector, which also has high levels of workplace fatalities and injuries, was included in the 2014 survey as Maritime New Zealand, the regulator for the maritime industry, partnered with WorkSafe to measure behaviours and attitudes towards health and safety in this sector. The Commercial Fishing sector was not included in the 2015 or 2016 surveys.

A fifth sector¹, labelled the 'Other' sector, consisting of workers and employers from outside the four high-risk sectors to provide a point of comparison.

¹ The 'Other' sector was the 'sixth sector' in 2014 when Commercial fishing was included in the research.

The 2014, 2015 and 2016 surveys are quantitative surveys that show the proportion of workers and employers in the different sectors who responded to the questions they were asked. Qualitative research also was conducted in March 2014 to provide in-depth information and insights about attitudes and behaviours relating to health and safety in New Zealand and about how best to communicate with the four high-risk sectors and the Commercial Fishing sector, as well as those in the 'Other' sector. Information about this research can be found on WorkSafe's website at http://www.worksafe.govt.nz/worksafe/research/research-reports/health-and-safety-attitudes-and-behaviours-survey. For results for Commercial Fishing sector, contact Maritime NZ at enquiries@maritimenz.govt.nz.

Nielsen would like to sincerely thank the large number of workers and employers who took the time to respond to this survey.

OVERVIEW OF METHOD AND SAMPLE

In 2014, structured questionnaires were designed for workers and employers based on extensive consultation with WorkSafe and on the insights provided by the qualitative research. In 2015 and 2016, the majority of questions were retained, some new questions were added and a small number were reworded or removed (see Appendix 1).

Two versions of the questionnaire were prepared, one for employers and one for workers. Each of these questionnaires was then adapted for each of the five sectors included in the research (10 versions in total).

A self-completion written survey method, providing respondents with the opportunity to complete the survey either online or in hard copy, was used. This method provided a cost-effective, repeatable means of obtaining a robust sample of the target audiences.

This Technical Report discusses the benefits and limitations of this approach in detail.

WORKERS' SURVEY



RESEARCH DESIGN

METHODOLOGY

As with the baseline measure, a sequential mixed methodology was used for this survey of workers (including self-employed people). In this methodology, respondents are sent a letter in the mail inviting them to complete the survey online. After a period of time, and a reminder postcard, all respondents who have still not completed their survey are sent a hard copy questionnaire to complete. This ensures that those who do not have internet access are still able to participate, while also encouraging those who can, to complete online (the most cost effective method). A final postcard is sent approximately a week later, encouraging those who have not yet returned their questionnaire to do so.

Sequential mixed methodology allows respondents to complete the survey in their own time, at their own pace and either online or in hard copy according to their preference.

An overview of the research process for the Workers' survey is shown below:

REMINDER REMINDER **ELECTORAL ROLL** SURVEY PACK POSTCARD 1 POSTCARD 2 LETTER Invitation letters are sent to Ten days later a Sample selected named A week later A final reminder reminder from Electoral respondents those who had was sent to those postcard was sent Roll by filtering inviting them to not completed who had not to those who for appropriate complete the online were sent completed a have not yet occupational role survey online a hard copy completed the week later. for each sector. (with instructions questionnaire. survey online. and log-in provided).

Method: Workers

The Workers' research took place between 20 October 2016, when the first invitation letters were received, and 8 December 2016 when the survey closed.

SAMPLE DESIGN

Sampling Frame

The Electoral Roll was used to select a representative sample of people working within each of the sectors being targeted.

The Electoral Roll records the names, addresses and occupations of the majority of New Zealanders aged 18 and over who are eligible to vote. The Electoral Roll is a combination of records of:

- 1. Those who are enrolled on the General Roll and;
- 2. Those who are enrolled on the Māori Roll (please note that Māori descent as flagged in the Electoral Roll was used in this research as an indicator for Māori ethnicity).

Potential respondents were selected from the Electoral Roll database as at 23 August 2016.

The Electoral Roll requires people to name their occupation in their own words. Using this occupation field, Nielsen in consultation with WorkSafe NZ identified the descriptions most likely to describe occupations within the four WorkSafe NZ high-risk sectors for the 2014 baseline survey. The same definitions were used in the 2015 and 2016 surveys for consistency.

The 'Other' sector was defined as all occupations not deemed to be in the Agriculture, Construction, Forestry, Manufacturing and Commercial Fishing sectors. Occupations such as 'retired', 'homemaker', 'mother', 'house worker', etc. were excluded. General searches based around the key terms to be excluded were added to the final list of exclusions to make the list as comprehensive as possible.

In summary, the main limitations of this approach are:

- Only those who have enrolled to vote are on the Electoral Roll and therefore available to sample. Approximately 12% of New Zealand's eligible population has not enrolled to vote (this ranges from 36% of those aged 18 to 24 years down to 3% of those aged 70 plus years)². The Electoral Roll also does not include all migrant workers, just those eligible to vote and enrolled to do so. Therefore, youth workers and migrant workers will be under-represented in our sample
- Occupations are self-described on the Electoral Roll and sample selection was carried out by searching for words or phrases likely to identify a person working in a specific industry. Therefore, some people in a sector will have been omitted and others may have been selected incorrectly for a sector (although question wording in the survey corrects for this)

² http://www.elections.org.nz/research-statistics/enrolment-statistics-electorate

- A higher proportion of those working in some sectors may not currently be living at the address they listed on the Electoral Roll (for example, those who are more mobile or moving around to where the work is, thus relying on others to forward mail to them)
- The Electoral Roll excludes workers under 18 years
- Those with lower levels of literacy and numeracy may have been less likely to complete this survey.

Sample

A random selection was made of those people likely to be working within each sector of interest and these people were invited to complete the survey.

The sample was pulled from five sectors as shown in the table below. Things to note:

- Age: There was an age limit of less than 76 years at the time of sample pull for the Agriculture sector only. For all other groups the age limit was less than 70 years. This means that a few 76 year olds were included in the Agriculture sample as we only know the potential respondent's birthdate within a one year range. The selection algorithm assumes that the birthdate is in the middle of the range.
- Youth: Those aged 18 to 24 years inclusive were oversampled to ensure a sufficient number of responses in this demographic (they are less likely to respond to surveys irrespective of methodology). Those people less than 18 years of age, who are not eligible to vote and therefore not on the Electoral Roll, were excluded from the sample.
- **Gender**: There was no oversampling by gender as part of the 2014, 2015 or 2016 surveys. Oversampling of males was investigated as in other SMM surveys they are generally less likely to respond to surveys than females. Because males are over represented in the high-risk sectors oversampling was not needed.
- Area: This had no impact on sampling (apart from the Construction sector, see below).
- **Ethnicity**: Māori and Pacific Peoples were oversampled or specifically targeted to ensure a sufficient number of responses from these groups.

SECTOR	AGE LIMITS	OVERSAMPLING	TOTAL SAMPLE SENT TO
AGRICULTURE	18 – 75 years inclusive	- Māori - Youth	n=2520
CONSTRUCTION*	18 – 69 years inclusive	- Māori - Youth	n=2801
FORESTRY	18 – 69 years inclusive	- Māori - Youth	n=2250
MANUFACTURING	18 – 69 years inclusive	- Māori - Youth	n=2601
ALL OTHER	18 – 69 years inclusive	- Māori - Youth	n=3100

Sampling numbers: Workers

* Construction - Stratified by area with equal splits for Auckland, Canterbury and the Rest of New Zealand. Canterbury included the TA's of Waimakariri, Selwyn, and Christchurch City.

A target of n=500 was set for each sector, with the exception of Forestry where there is a small total number of workers and the target was set at n=400 and the 'Other' other sector which had a target of n=900 applied.

QUESTIONNAIRE DESIGN

Questionnaire design

The Workers' questionnaire was kept largely consistent with the baseline questionnaire for comparison purposes. The baseline questionnaire was designed in consultation with WorkSafe. Some new areas of investigation of topical interest to WorkSafe were included in 2016. Where the same question could be asked of both workers and employers, wording of the question was kept as consistent as possible to allow for comparison of results across the two groups.

Programming

The survey was programmed in Confirmit (Nielsen's online survey software) and set up for paper copy completion. Great care was taken to ensure consistency between the online and paper copy version of each questionnaire for each sector and to ensure the questions common to all six sectors remained consistent.

In total there were 10 versions of the Workers' questionnaire – an online and paper copy version for each of the five sectors.

Questions

Designing a tailored version of the questionnaire for each sector allowed for references to be made specific to that sector. For example, questions relating to:

- Where the respondent worked (e.g. for the Agriculture sector, response options included dairy farm, sheep farm, fruit and tree nut growing, etc.)
- The type of work undertaken (e.g. for the Forestry sector, response options included tree planting, thinning to waste, cable harvesting, etc.)
- Number of different sites worked on in the last three months (asked of the Agriculture, Construction and Forestry sectors only).
- Prompted advertising awareness (for the Agriculture sector only in 2016, respondents were asked about Safer Farms Programme).

The online survey was programmed to present specific sector questions only to those respondents working in that sector, as defined by the self-described occupation they recorded on the Electoral Roll. However, if a respondent was not working in the sector they were sampled for, they were able to complete a version of the survey relating to their actual sector.

Similarly, workers were sent a version of the hard copy survey that corresponded to their occupation on the Electoral Roll.

Respondents who received a paper copy of the questionnaire relevant to a particular sector, but who had since changed occupations and were no longer working in that sector, then had the option of requesting a different version of the questionnaire suitable to their current place of work. For example, a forestry worker who had been sent a Construction questionnaire (as they had been working in Construction at the time of the last Electoral Roll update) could request a Forestry questionnaire (either a paper copy or online).

The topics included in the 2016 questionnaire are outlined in Appendix 1.

Questionnaire changes

The new questions added in 2016 were:

- Awareness of the **Canterbury Rebuild Safety Charter** (Construction only)
- Whether the workers company has signed up to the charter (Construction only)
- Where someone had experienced and injury or health problem in the last 12 months, which was the **most recent**
- Where an employer had offered a health check to a worker, did the respondent have this health check done or not (Construction and Manufacturing only)
- To what degree workers agreed or disagreed with a range of statements relating to workers perceptions of, and trust and confidence with WorkSafe
- Where a respondent had visited the website, what if anything they did while doing so or afterwards.

Changes were made to the baseline version of the survey for the following questions:

- Participatory structures (whether there was an elected health and safety representative or champion was split out into two different response options in 2016 where it had previously been grouped together.
- Sources of advice ('Safetree' and 'business.govt.nz' added to the list of response options for completeness)
- Result of seeing safer farms programme ('I visited the WorkSafe website' added to the list of response options)
- Information used to communicate health and safety messages (new online tools and services added to the response options e.g. 'Case studies about how businesses manage health and safety' and 'Online quizzes')

Other changes included the removal of some questions and response options to make room for new information needs.

Usage of 'don't know' responses

'Don't know' responses were included for questions where workers may not have been able to answer, such as questions about the actions of other workers (e.g. 'How often does someone in your workplace work when they are overtired?').

Don't know responses were also important to include for particular questions since they could be indicative of a potential issue (e.g. if the majority of workers said they 'didn't know' if personal protective equipment is used when it should be, then they may be in need of further training, or they may be putting themselves at unnecessary risk at work).

Usage of 'not applicable' responses

Workers were at times given a 'not applicable' response option. This was required for certain questions. For example, questions that related to having a boss were not relevant for self-employed respondents while other questions such as wearing personal protective equipment were not relevant for respondents who work in an office.

A copy of the final Workers' questionnaire can be found in Appendix I. The copy includes all questions asked of each sector. Specific sector questions can be identified through the programming logic appearing at the start of each question (if relevant). Although questionnaires differed slightly by sector, the majority of questions remained the same.

The average length of the online survey was 26 minutes.

SURVEY MATERIALS

Initial contact - Invitation letter

An invitation letter, which contained a link to the online survey and provided an individual login ID and password, was sent to all those selected from the Electoral Roll to take part in the survey on 19 October 2016.

The letter directed respondents to an 0800 number and email address if they had any questions about the survey. Those without internet access who called the 0800 number were advised that a hard copy questionnaire would be sent.

A copy of the initial invitation letter can be found on the following page:

AN UNCOMMON SENSE OF THE CONSUMER™



WORKING IN NEW ZEALAND SURVEY 2016

<Addressee's Name> <Address Line 1> <Address Line 2> <City>, <postcode>

ı

Dear <named respondent>

I invite you to take part in this important survey about health and safety in your workplace and to provide your ideas about how we can make sure all New Zealanders return home from work healthy and safe.

Your answers will be **confidential** and you have our commitment that your feedback will be used to help us make decisions about what to do to improve workplace health and safety. The results from the previous surveys have already proved valuable in shaping WorkSafe New Zealand's work and can be found online at www.worksafe.govt.nz/research.

Why should I take the time to do this survey?

You have been randomly chosen from the electoral roll, so we can be confident we have heard the true voice of people who work in New Zealand. It's very important that **all** those selected to complete the survey do so. The survey will take around 15-20 minutes to complete.

Nielsen, an independent research company, is carrying out this survey on behalf of WorkSafe and results will not be reported in a way that will allow you or your employer to be identified.

I would be very grateful if you would please take the time to complete the survey.

Yours sincerely

Ksle Hat

Kirstie Hewlett General Manager, Strategy and Performance WorkSafe New Zealand

How to complete the survey and enter the prize draw

Completing the survey online is secure, quick and easy.

- Go to: www.acnonline.com/worksafe
- Enter the user name and survey code:

User name: <user name>

Survey code: <survey code>

If you have any questions or would prefer us to mail you a paper copy of the questionnaire please contact Nielsen on 0800 400 402 or adrienne.pointer@nielsen.com

To thank you for completing the survey, you'll be entered into a prize draw for a prize of your choice, either an iPad Mini, a \$500 Prezzy Card or a \$500 donation to a registered charity of your choice.

Second contact – Reminder postcard

Around six days after the initial letter was sent a reminder postcard, with individual login details, was sent to those who had not completed. Anyone who had already completed the survey online, whose mail had been returned GNA (gone no address) or had called to decline to take part, was not sent a reminder.







Third contact – Survey pack

A week later those who had not yet completed the survey online were sent a survey pack with a cover letter, hard copy questionnaire and a reply paid envelope. A pen was included in the pack as a thank you for their participation. The survey link and individual login details were repeated in the letter should the respondent prefer to complete online.



WORKING IN NEW ZEALAND SURVEY 2016



Final contact – Reminder postcard 2

Around a week after the survey pack was sent, those who had still not replied were sent a final reminder postcard:



Survey response

Response over time

An overall response rate of 28% was achieved, similar to both 2015 (28%) and 2014 (31%). This is considered a good response rate for this survey, particularly given the nature of the target groups, such as lower levels of literacy, a higher proportion of hard to reach respondents (e.g. youth and Pacific people), and the more transient nature of some sectors (e.g. Forestry and Agriculture) where their postal address is either likely to change frequently or be different to where they may be staying while on a particular job.

The following chart shows the responses over the survey period:



Response by sector

Following is a summary of the target sample, achieved sample and maximum margins of error for each of the sectors:

SECTOR	ESTIMATED NUMBER OF WORKERS (taken from the sector action plans)	TARGET SAMPLE	ACHIEVED SAMPLE	TOTAL % ACHIEVED (ACHIEVED/TARGET)	MAXIMUM MARGIN OF ERROR (95% confidence level)
AGRICULTURE	128000	500	694	139%	± 3.7%
CONSTRUCTION	180000	500	526	105%	± 4.1%
FORESTRY	8000	400	320	80%	± 5.5%
MANUFACTURING	227000	500	614	123%	± 4.0%
TOTAL 4 WORKSAFE NZ HIGH-RISK SECTORS	-	1900	2190	115%	± 2.1%
OTHER	UNKNOWN	900	1066	118%	± 3.0%
TOTAL 5 SECTORS	-	2800	3256	116%	± 1.7%

All sample surveys are subject to sampling error. Based on a total sample size of 3256 respondents for workers, the results shown in this survey are subject to a maximum sampling error of plus or minus 1.7% at the 95% confidence level. That is, there is a 95% chance that the true population value of a recorded figure of 50% actually lies between 48.3% and 51.7% for workers. As the result moves further away from 50%, the error margin will decrease.

Overall, the targeted number of surveys was exceeded in all sectors with the exception of Forestry, where 80% of the target number was achieved.

Online vs Hard copy

Over six in ten workers completed the survey online. The lowest proportion of online completes was within the Agriculture sector, while the highest proportion came from the Construction sector.

The following table shows the proportion of workers who completed online by sector:

	% ONLINE	% HARD COPY	TOTAL SAMPLE
AGRICULTURE	57	43	694
CONSTRUCTION	73	27	526
FORESTRY	63	37	320
MANUFACTURING	59	41	614
OTHER	66	34	1066
TOTAL 5 SECTORS	64	36	3256

RESPONSE RATE

To calculate response rate, every individual sent an invitation to complete the survey was tracked and the outcome of the invitation carefully recorded.

By entry into Confirmit, Nielsen traced which of the letters, postcards or questionnaire packs were returned as 'gone no address.' Any telephone or email notification of refusal to participate was logged into the 0800 number call log. This log also recorded notification from third parties that the nominated respondent was not available or capable to complete the survey due to age, language issues, health reasons, other disabilities, or death. Every effort was made to remove any such respondents from subsequent communications.

The response rate is calculated by removing all ineligible respondents and looking at the proportion of completes to eligible respondents. Ineligible respondents are defined as those who are unable to participate due to age, language issues, health or other disabilities, as well as those who are deceased, gone no address, overseas or unavailable during the survey period.

For example with Method I the response rate is calculated as follows: % = completes / (mailouts – total ineligibles)*100

(Note that it is likely that the response rate in reality was higher, given that some people invited to participate, but who we didn't receive any reply from, may no longer have been working in the sector in question and thus may have been ineligible).

CATECODY	2014*	2015	2016
CATEGORY	n	n	n
DECEASED	9	6	2
GNA	633	463	364
LANGUAGE	3	2	2
UNAVAILABLE	81	50	44
HEALTH/AGE	3	12	11
RETIRED/NOT WORKING	NA**	158	102
TOTAL INELIGIBLES	729	691	525
REFUSED	64	40	43
INCOMPLETE	322	437	538
UNKNOWN - MAILED OUT, NO INFO	9334	7373	8910
TOTAL KNOWN OUTCOMES	4866	4090	4362
ON LINE COMPLETES	2085	1704	2077
OFF LINE COMPLETES	1666	1218	1179
COMPLETES	3751	2922	3256
MAIL OUTS	14200	11463	13272
RESPONSE RATE METHOD I	27.85	27.13	25.54
RESPONSE RATE METHOD II	31.07	30.67	27.89

The table below outlines responses for the total Workers' sample.

* Please note - the 2014 figures include a Commercial Fishing sample.

** Retired/not working was not itemised as a separate classification in the 2014. From the 0800 call log 89 workers called to say they had retired.

A second response rate is also calculated (Method II). This method applies the same proportion of ineligibles as those we have heard back from to those we have not (i.e. the 8910 "Unknown"). i.e. The method II assumes that the proportion of people excluded from the survey population in method I (=Total Ineligibles/Known Outcomes) can be applied to the Unknown group to estimate how many of them would have been excluded if the data were available.

Worker Response Rate by Sector

	AGRI.	CONSTR.	FORESTRY	MANU.	OTHER
DECEASED	0	0	1	1	0
GNA	67	72	86	59	80
LANGUAGE	0	0	0	2	0
UNAVAILABLE	5	14	11	6	8
HEALTH/AGE	1	2	0	5	3
RETIRED/EMPLOYER NOT WORKER	34	14	9	14	30
TOTAL INELIGIBLES	107	102	107	87	121
REFUSED	14	6	4	7	12
INCOMPLETE	146	107	105	73	107
UNKNOWN - MAILED OUT, NO INFO	1530	1934	1626	1892	1928
TOTAL UNKNOWN OUTCOMES	990	867	624	709	1172
ON LINE COMPLETES	411	475	259	320	612
OFF LINE COMPLETES	312	177	149	222	319
TOTAL COMPLETES	723	652	408	542	931
MAILOUTS	2520	2801	2250	2601	3100
RESPONSE RATE METHOD I (%)	29.96	24.16	19.04	21.56	31.26
RESPONSE RATE METHOD II (%)	32.17	26.38	21.89	23.75	33.52

23

0800 NUMBER

An 0800 number and email address (manned by Nielsen) were available for respondents throughout the survey period. Over 350 emails or calls were received during this time. The nature of the calls and emails are listed in the table below:

REFUSALS

HEALTH/AGE REASONS	11
DON'T WANT TO PARTICIPATE/REFUSED	40
CURRENTLY UNAVAILABLE (E.G. ON HOLIDAY, OUT OF THE COUNTRY)	44
LANGUAGE BARRIER	2
EMPLOYERS	3
RETIRED/NO LONGER IN WORKFORCE	102
DECEASED	2
QUERIES	
GENERAL QUESTION/QUERY/OTHER	
	19
TROUBLE USING LINK	19 26
TROUBLE USING LINK MATERIAL RECEIVED AFTER COMPLETION/COMPLETED ONLINE	19 26 12
TROUBLE USING LINK MATERIAL RECEIVED AFTER COMPLETION/COMPLETED ONLINE REQUEST REPLACEMENT/HARD COPY SENT	19 26 12 102
TROUBLE USING LINK MATERIAL RECEIVED AFTER COMPLETION/COMPLETED ONLINE REQUEST REPLACEMENT/HARD COPY SENT NEW ADDRESS	19 26 12 102 3

A set of Survey FAQs was created for the 0800 number operator to assist in the response to callers' questions. This document was also given to WorkSafe NZ call centre staff. A copy of the FAQs can be found in Appendix II.

DATA ENTRY

Process

As completed questionnaires were returned to Nielsen's Auckland office, they were data entered directly into Confirmit, the same software programme used for the online component of the survey. Using the same software reduces the chance of errors when combining data sources.

The data entry team had slightly modified access to the survey tool compared with survey respondents. For example, the data entry team had the ability to select 'no response' for any question where a hard copy respondent had not selected a response.

Protocols

Data entry protocols were set up to ensure consistency. These protocols included:

- 'Other (specify)' responses were typed in exactly as written
- Multiple answers for Ethnic Group were valid
- In the case of multiple answers for a *single answer* question, the choice was rotated and the option used was initialled
- In the case of multiple answers in excess of the number required for a *multi-answer* question, a random number grid was created to ensure a random selection was made. For example, if a respondent should have selected *only* three response options from a total of 14, but selected more than that, the following process was used:
 - Select the first three responses from one of the columns below. When a column has been used once, move onto the next column for the next question e.g. if a respondent selected statements 1,2,3,4,9,11,13, 14 at a question with 14 possible response options (excl. other, DK, none, etc.) and they should have selected only three responses, then responses 14,2 and 11 were chosen from their selection based on the first column. Or if a respondent selected statements 1,2,3,4,9,12,14 at a question, then responses 14,2 and 12 were chosen from their selection (based on the first column of numbers) or responses 2,14 and 1 were chosen based on column 2.

Use these col	lumns for qu	estions wit	h 14 respon	se options (excluding o	ther, DK, no	ne, etc.)	
14	2	8	3	9	7	6	11	9
2	13	5	8	7	6	10	9	6
11	7	3	9	11	9	11	7	5
13	8	6	1	13	3	9	5	10
12	6	13	6	2	4	13	14	11
10	11	11	7	8	14	2	8	13
8	14	4	12	12	10	8	1	14
3	10	10	14	3	2	4	6	4
7	5	9	10	5	13	12	2	8
1	1	7	13	14	8	1	4	1
6	12	14	5	1	11	5	3	2
9	3	12	11	4	5	14	12	7
5	4	1	4	10	12	7	10	3
4	9	2	2	6	1	3	13	12

- Any comments which were not part of 'other (specify)' were recorded in the comments box at the end of the questionnaire along with the relevant question number
- If a questionnaire came up as already entered (online) the word 'online' was written on the front cover and the questionnaire was put aside.

Quality Control

As part of Nielsen's quality control processes, 10% of data-entered surveys were verified. These were randomly selected.

DATA CLEANING

Once the hard copy questionnaires had been data entered, a series of data checks were carried out as part of the quality control procedure. During this process, the following edits were carried out:

- 10 respondents who answered online were removed because they were not 'workers' (e.g. they had retired or were employing others)
- 15 duplicates were removed where respondents had completed both online and in hardcopy. These respondents were removed from the data entry responses (the online version was kept)
- 7 respondents were recoded from the 'Other' sector into one of the high-risk sectors that reflected their responses to questions about the type of work they did.

WEIGHTING

The sample should represent the population of interest, not just those who responded. Weighting corrects imbalances (resulting from design skews or response bias) in the achieved sample on key information. In practice, this involves attaching a numeric value, factor or weight (as another variable in the data) to each respondent to affect the contribution the respondent makes to the overall estimates.

Like many general population surveys, the Workers' survey will have biases caused by:

- a) Disproportionate sample selection e.g. certain sub-populations were over represented to ensure an adequate base for analyses of these subgroups. For example, this included the Construction sector which was stratified by area with equal splits for Auckland, Canterbury and the rest of New Zealand
- b) Differential response rates e.g. in general, older people and females have higher rates of response to surveys than younger people and males.

If the bias in the completed sample is not corrected it will be reflected in survey results which should be representative of the population from which they were obtained.

The ideal weighting approach to use in the Workers' survey would have been to weight the data according to accurate population statistics for each sector. However, as these were not available, the most reliable and repeatable option was to weight back to the known population statistics of the sampling frame (i.e. the Electoral Roll).

Various methods of weighting survey data are available. The methods employed in this survey took into account the following factors:

- a) The need to create a weighting methodology that is consistent and repeatable for future measures
- b) The requirement that the effect of weighting should not be so drastic as to reduce substantially the effective survey sample size (especially important for the Forestry sector).

Accordingly, we implemented the following weighting procedure (taking into account reporting methods which included reporting by each sector individually and by the four WorkSafe NZ high-risk sectors combined – Agriculture, Construction, Forestry and Manufacturing).

A simple cell-based weighting approach was adopted whereby we weighted by age within sector. The exception to this was the Construction sector where we weighted by age within region (Auckland, Canterbury, rest of New Zealand), within sector.

SECTOR	MIN	MAX
AGRICULTURE	0.66	1.04
CONSTRUCTION – AKL	1.48	2.91
CONSTRUCTION - CHC	0.69	1.09
CONSTRUCTION – REST OF NZ	1.67	4.34
FORESTRY	0.08	0.13
MANUFACTURING	0.52	1.03
OTHER	0.81	1.18

The minimum and maximum weighting factors for each sector are shown below. Each respondent received a weight factor within the range displayed.

To create a combined four-risk sector result, each of the WorkSafe NZ high-risk sectors were weighted to represent their relative size based on the number of workers with occupations that fell into that sector. For example, 28% of the total number of workers in the four high-risk sectors from the Electoral Roll work in agriculture and they made up 32% of the four risk sector sample. Therefore the Agriculture result was adjusted to represent 28% of the combined four risk sector result.

The results for the 'Other' sector are not included in the combined four-risk sector result.

Weighting for the Combined Four Risk Sectors Result: Workers' Survey

SECTOR	UNWEIGHTED BASE SIZE	UNWEIGHTED %	WEIGHTED %
AGRICULTURE	694	32	28
CONSTRUCTION	562	26	54
FORESTRY	320	15	1
MANUFACTURING	614	28	17
TOTAL	2190	101	100

ANALYSIS AND REPORTING

The survey was designed to ensure reliable data was achieved within each sector.

To provide context, and also to provide 'headline' results for WorkSafe NZ, most measures are reported at a summary level (i.e. by combining the results for WorkSafe NZ's four high-risk sectors) as well as at individual sector levels.

The headline result is not based on the five sectors included in the research because the 'Other' sector results, based on all workers falling outside the four high-risk sectors are provided for context. If the results of the four risk sectors were combined with the results of the 'Other' sector, the high-risk sector results would be swamped due to the large number of responses from respondents in the 'Other' sector.

The following notes relate to the analysis reported on in the 2016 Cross-Sector Report.

Significant differences

Differences reported between the total number of respondents and sub-groups are significant at the 95% confidence level. The total excludes the sub-group being compared to it.

Significance testing is conducted using the effective base size. The effective base is used as a safeguard against making statistical conclusions from a sample that has been drastically adjusted (using weights) to match the population.

The effective base is calculated using the following formula:

Effective base = (sum of weight factors) squared / sum of the squared weight factors.

For rating scale questions, significant differences are reported at top-two or bottom-two box level unless otherwise specified (e.g. for a scale of strongly disagree, disagree, neither disagree not agree, agree, strongly agree, differences have been tested between sub-groups for *strongly* agree + agree).

Base sizes

All base sizes shown on charts and on tables (n=) are unweighted base sizes.

Please note that any base size of under n=100 is considered small and under n=30 is considered extremely small and therefore results should be viewed with caution.

Ethnicity nets

In this report, total ethnicity is reported rather than prioritised ethnicity. This means that a person with multiple ethnicities may be counted in more than one ethnic group and ethnicity percentages add to more than 100 percent.

REPRESENTATIVENESS OF DATA - WORKERS' SAMPLE PROFILE

Respondent Profile by Sector: Workers

WORKE	RS Weighted %	AGRICULTURE	CONSTRUCTION	FORESTRY	MANUFACTURING	OTHER SECTOR
OFNID FD	MALE	73%	94%	96%	78%	46%
GENDER	FEMALE	27%	6%	4%	22%	54%
	18 – 24 YEARS	4%	4%	7%	4%	4%
AGE	25 - 34 YEARS	11%	16%	21%	15%	16%
	35 – 44 YEARS	14%	29%	26%	20%	21%
	45 – 54 YEARS	21%	25%	23%	27%	26%
	55 + YEARS	49%	26%	23%	33%	34%
ETHNICITY	NEW ZEALAND EUROPEAN	88%	83%	71%	65%	78%
	MĀORI	5%	11%	30%	19%	10%
	PACIFIC PEOPLES	-	1%	2%	9%	1%
	ASIAN	2%	2%	-	6%	6%
	1 WORKER	26%	14%	3%	2%	11%
	2-5 WORKERS	55%	24%	18%	5%	11%
	6-9 WORKERS	7%	11%	29%	7%	8%
WORKPLACE SIZE	10-19 WORKERS	5%	17%	20%	12%	11%
	20-49 WORKERS	3%	12%	12%	19%	16%
	50-99 WORKERS	1%	6%	9%	13%	10%
	100 OR MORE WORKERS	1%	13%	8%	38%	30%
	NORTHERN REGION	11%	28%	14%	33%	34%
REGION*	CENTRAL REGION	52%	45%	61%	39%	39%
	SOUTHERN REGION	39%	30%	29%	29%	30%

* Region is defined as follows:

Northern: Northland, Auckland

Central: Waikato, Bay of Plenty, Gisborne, Hawkes Bay, Taranaki, Manawatu-Whanganui, Wellington-Wairarapa

Southern: All of the South Island

Note: In 2014, Wellington-Wairarapa was included in the Southern region .

* Region is defined as follows:

Northern: Northland, Auckland

Central: Waikato, Bay of Plenty, Gisborne, Hawkes Bay, Taranaki, Manawatu-Whanganui, Wellington-Wairarapa

Southern: All of the South Island

Note: In 2014, Wellington-Wairarapa was included in the Southern region .

In the absence of consistent updated demographic and socio-economic information for all sectors ,it is difficult to ascertain the representativeness of the sample at a sub-group level. However, we do know that the sample profile has an older skew and is likely to be more reflective of those respondents who are geographically more stable and who do not move from job to job.

The following charts give a breakdown of job types by sector:

AGRICULTURE WORKERS	2016
WHERE WORKED	WEIGHTED %
Dairy farm	42%
Sheep farm	27%
Beef farm	33%
Poultry farm	2%
Deer farm	3%
Farm with other livestock (e.g. pigs, alpaca)	3%
Nursery and floriculture production	2%
Mushroom and vegetable growing	2%
Fruit and tree nut growing	10%
Grain farming	5%
Other crop growing	6%
Other agriculture support services	9%
Other	7%

Base: All respondents who work in Agriculture (excluding not answered) Q5(W) Where do you work?

AGRICULTURE WORKERS	2016
TYPE OF WORK	WEIGHTED %
Fencing	42%
Shearing	11%
Stock work	56%
Milking	33%
General farm work	67%
Machinery operator	47%
Crop work	21%
Picking	5%
Gardener / arborist	8%
Administration	4%
Other	5%

Base: All respondents who work in Agriculture (excluding not answered) *Q6(W)* And what type of work do you mainly do?

CONSTRUCTION WORKERS	2016
TYPE OF WORK	WEIGHTED %
Builder	27%
Roofer	5%
Electrician	12%
Plumber	6%
Other specialist trade e.g. gasfitter, steel erector	13%
Working on utilities e.g. powerlines, water mains, sewerage, telecommunications	9%
General construction	20%
Manual labour	21%
Team leader / supervisor	21%
Trainee / apprentice trades person	3%
Foundation and ground preparation	15%
Erection and assembly	15%
Exterior cladding	14%
Interior fitter	11%
Finishing (e.g. painting, plastering)	10%
Landscaping	5%
Demolition	11%
Asbestos removal	1%
Excavations	10%
Machine operator	12%
Working with mobile plant e.g. crane operators, excavators, elevated work platforms, concrete pumps, rollers, graders etc.	18%
Working below ground level	7%
Working at heights	21%
Construction Services e.g. hire equipment	4%
Professional Services	8%
Management	3%
Other	5%

Base: All respondents who work in Construction (excluding not answered) Q7(W) What do you mainly do at work?

CONSTRUCTION WORKERS	2016
MAIN TASK AT WORK	WEIGHTED %
Heavy and Civil engineering construction (e.g. roads, bridges, dams, water tanks, radio / TV transmitting towers)	18%
Residential building construction (e.g. private houses, apartment buildings)	44%
Non-residential building construction (e.g. commercial, industrial, office buildings)	28%
Land development and site preparation services (e.g. subdivision, development)	10%
Building structure services (e.g. concreting, bricklaying, structural steel erection, roofing)	13%
Building installation services (e.g. plumbing, electrical, air conditioning and heating, fire and security alarm installation)	18%
Building completion services (e.g. plastering and ceiling, carpentry, tiling and carpeting, painting and decorating, glazing)	18%
Suppliers to the construction industry	1%
Professional Services	3%
Management	<0.5%
Maintenance (building and machinery)	3%
Administration	1%
Other	4%

Base: All respondents who work in Construction (excluding not answered) *Q8 (W)* And what kind of work do you mainly do?

AN UNCOMMON SENSE OF THE CONSUMER™

n

FORESTRY WORKERS	2016
TYPE OF WORK	WEIGHTED %
Land management	14%
Tree planting	17%
Pruning	13%
Ground based harvesting	21%
Mechanised ground based harvesting	22%
Cable harvesting	15%
Hauler operator	7%
Thinning to waste	13%
Transport of logs	5%
Silviculture workers	15%
Road construction	7%
Contractor	7%
Tree faller	23%
Skid worker	20%
Head breaker-out	6%
Breaker-out	8%
Machine operator	40%
Crew manager / foreman	19%
Trainee	1%
Management	7%
Forestry Professional	2%
Plotting/Planning/Inventory Mensuration	3%
Log scaler/grader	1%
Trainer/Assessor	1%
Administration	2%
Health & Safety	<0.5%
Other	7%

Base: All respondents who work in Forestry (excluding not answered) *Q9(W)* What do you mainly do at work?

MANUFACTURING WORKERS	2016
TYPE OF WORK	WEIGHTED %
Food products	37%
Wood and paper products	18%
Beverage or tobacco products	3%
Textile, leather, clothing or footwear	5%
Petroleum and coal products	2%
Chemical & associated products (includes plastics, pharmaceuticals, cleaning compounds, toiletries, paints, rubber)	8%
Non-metallic mineral products	2%
Transport equipment (includes motor vehicle and parts, ships and boat building, aircraft)	3%
Machinery and equipment (including professional and scientific equipment, computer and electronic equipment, electrical equipment, domestic appliances)	13%
Metal and metal products (both primary and fabricated metals)	16%
Printing	4%
Furniture	4%
Other	3%

Base: All respondents who work in Manufacturing (excluding not answered) Q13(W)

What type of manufacturing do you work in?

MANUFACTURING WORKERS	2016
MAIN ROLE AT WORK	WEIGHTED %
Manager / supervisor / team leader	24%
Worker e.g. factory worker, line worker, operators	69%
Office / admin staff	8%
Technician	5%
Engineer	11%
Other	1%

Base: All respondents who work in Manufacturing (excluding not answered) Q14 (W)

What do you mainly do?
EMPLOYERS' SURVEY



RESEARCH DESIGN

METHODOLOGY

A sequential mixed methodology was also used for the Employers' benchmark survey. However, the approach required was slightly different from that originally proposed. This was due to the best sampling frame available for use being the ACC Levy Payers' database and using this database meant it was necessary to allow businesses to opt out of the survey before receiving a hard copy. The approach used was:

ACC DATABASE	INVITATION LETTER	SURVEY PACK	REMINDER
Sample selected from ACC Levy Payers Database.	Invitation letters are sent to Health and Safety representative within business (with instructions and log-in provided to complete the survey online). A ten day opt out period given to respondent as per ACC requirements.	Allowing time for delivery and ten day opt out period, those who had not completed the survey online were sent a hard copy questionnaire (sent approximately three weeks later)	Reminder letter sent to Forestry and Construction sectors due to lower responses.

Survey Method: Employers

The employers' research took place between 18 October 2016, when the first invitation letters were sent out, and 8 December 2016 when the survey closed.

SAMPLE DESIGN

Sampling Frame

A request was made to ACC to use records from their ACC Levy Payers' database for sampling employers. This database was deemed the best source of employer records available in New Zealand.

First, the ACC Levy Risk Groups were categorised into the risk sectors. ACC then provided population data for each of the sectors by business size. ACC classifies business size by the amount of liable earnings.

ACC population figures are detailed in the following table:

Sector	Very Small Businesses	Small Businesses	Medium Businesses	Large Businesses	AEP
Agriculture	7,897	19,929	853	74	3
Construction	7,422	25,708	2,383	334	3
Forestry	89	207	48	6	0
Manufacturing	4,724	9,535	2,197	676	35
All Other	53,442	121,355	13,222	3,980	108

Number of ACC Levy Payers by Industry and Business Size

Notes:

- 1. The table only includes those employers with liable earnings more than zero in the levy year and the ACC suffix is E (i.e. excludes self-employed and shareholders who have no employees)
- 2. ACC accredited employers were included in 2015 for the first time and included again in 2016
- 3. If an organisation is involved in many CU, it only takes into account the CU with the largest earnings
- 4. Business size segmentation:
 - a. Very small businesses organisations with liable earnings less than or equal to \$30K
 - b. Small businesses organisations with liable earnings between \$30k and \$500k
 - c. Medium businesses organisations with liable earnings between \$500k and \$2m
 - d. Large businesses organisations with liable earnings greater than \$2m

The sample was designed to represent the population by sector and business size as closely as possible. The sample available for use excluded those who had opted out of research and those who had been researched by ACC in the past six months (at ACC's request) and where possible, those who had not been invited for the 2015 survey. The sample specifications were sent to ACC, who randomly selected the sample.

The population data requested from ACC excluded those who were self-employed, however when the sample was selected, self-employed businesses were inadvertently not excluded. Any self-employed people who were selected for the survey would have been screened at the beginning of the questionnaire.

The following table shows the number of sample selected by sector and business size. Business size relates to the liable earnings as defined by ACC. The number in each cell was determined by the proportion the cell represents in the total population (of ACC's Levy Payers' database) and the available number of businesses to survey.

Sector	Very small business	Small business	Medium business	Large Business	AEP	TOTAL	ACTUAL NUMBERS SENT TO*

Sample of ACC Levy Payers Selected by Industry and Business Size

Agriculture	470	946	100	81	2	1,599	1,599
Construction	321	1150	104	100	5	1,680	1,680
Forestry	144	516	166	19	-	845 (Census)	824
Manufacturing	527	977	240	100	36	1,880	1,880
All other	544	1110	211	100	88	2,053	2,053
TOTAL	2,006	4,699	821	400	131	8,057	8,036

* After cleaning of the databases (note additional sample was sent from initial request)

The following variables were requested from ACC in relation to each record:

- Employer number
- ACC code
- All available contact details
- Business size segmentation
- Region
- Sector (Agriculture, Construction, Forestry, Manufacturing or 'Other').

Additional sample for the Forestry sector was sourced from databases provided by WorkSafe NZ. The additional database was used as shown below:

Sector	ACTUAL NUMBERS SENT TO	
WorkSafe Forestry Database	457	
TOTAL NUMBER OF EMPLOYERS SENT TO	8 / 02	
(TAKING INTO ACCOUNT THE ABOVE TABLE)	0,495	

For the Forestry database, the sample was de-duped against the ACC database in order to remove duplicate records. This was a difficult task given the different formats of each database. The de-duping process was automated and then followed up by a manual check of all records.

In summary, the main limitations of this approach were:

- The database quality in many instances there was no named person so we needed to send the invitation generically to the Health and Safety Manager
- The ACC levy-payers' database was deemed the best source of employer records in New Zealand. However, this database is not exhaustive as indicated by the additional unique employer records we were able to source from databases held by WorkSafe NZ (for the Forestry sector)
- ACC excluded any businesses that had taken part in other ACC research in the past six months
- Some employers were omitted on the basis of inaccurate or incomplete contact information in the databases used.

Achieved Sample

The number of interviews targeted within each sector was 400 for Agriculture, Construction and Manufacturing, and the 'Other' sector with a smaller target of 300 for Forestry. As with the Workers' survey, the lower target for the Forestry sector reflects the relatively small size of the population in this sector.

Sector	Sample Target	Sample Achieved	Total % achieved	Maximum margin of error (95% confidence level)
Agriculture	400	362	91	± 5.2%
Construction	400	274	69	± 6.0%
Forestry	300	232	77	± 6.5%
Manufacturing	400	369	92	± 5.1%
Other	400	367	92	± 5.1%
TOTAL 4 HIGH-RISK SECTORS	1,500	1,237	82	± 2.8%
TOTAL 5 RISK SECTORS	1,900	1,604	84	± 2.4%

Target Sample and Sample Achieved: Employers

All sample surveys are subject to sampling error. Based on a total 4 high-risk sector sample size of 1,237 respondents for the Employers' survey, the results for this survey are subject to a maximum sampling error of plus or minus 2.4% at the 95% confidence level. That is, there is a 95% chance that the true population value of a recorded figure of 50% actually lies between 47.6% and 52.4% for employers. As the sample figure moves further away from 50%, so the error margin will decrease.

QUESTIONNAIRE DESIGN

Questionnaire design

The Employers' questionnaire was designed in consultation with WorkSafe NZ. Where possible, questions were kept as consistent as possible between both the Workers' and Employers' surveys to allow for comparison of results across the two groups.

For the design of the 2014 survey, International research was used to frame up the question areas: in particular, the research carried out for Safe Work Australia by Valerie Braithwaite and reported in *Motivations, Attitudes, Perceptions and Skills*: Pathways to Safe Work.

Additionally, at the Institute of Work & Health in Ontario, Canada, work has been carried out for many years to identify lead indicators in workplace Health and Safety. In 2008, the Institute for Work & Health Organisational Performance Metric (IWH-OPM) was developed. This consisted of eight questions that assessed the degree to which an organisation had optimal Health and Safety policies and practices. When considered in conjunction with reported injury rates, those workplaces with higher scores on the Metric had lower injury rates.

More information on this international research can be found in the 2014 Baseline Survey Technical report and in the 2014 Cross-sector Report (see sections 1.1 and 2.2).

Programming

The survey was programmed in Confirmit (Nielsen's online survey software) and set up for paper copy completion. Great care was taken to ensure consistency between the online and paper copy versions of each sector's questionnaire and to ensure the questions common to all six sectors remained consistent.

In total there were 12 versions of the Employers questionnaire – an online and paper copy version for each of the six sectors.

Questions

Designing a tailored version of the questionnaire for each sector allowed for references to be made specific to that sector. For example, questions relating to:

- The type of business (e.g. for the Agriculture sector, response options included dairy farm, sheep farm, fruit and tree nut growing, etc.)
- The type of work undertaken (e.g. for the Construction sector, response options included residential building construction, heavy and civil engineering, etc.)
- Size of area being harvested and management structure of the forest (asked of the Forestry sector only)
- Ways people are likely to get hurt at work (e.g. for the Manufacturing sector, response options included 'from handheld tools / sharp instruments (e.g. knives, needles)'

• Prompted advertising awareness (e.g. for the Agriculture sector, respondents were asked about quad bike safety, and for the Forestry sector, respondents were asked about the Safer Forest Harvesting Project)

The online survey was programmed to present specific sector questions only to those respondents working in that sector, as defined by the ACC levy-payers' database.

Employers were sent the version of the hard copy survey that corresponded to their occupation on the ACC levy payers' database.

Those respondents who received a paper copy of the questionnaire relevant to a particular sector, but who had since changed industry or were no longer working in that sector or were perhaps recorded incorrectly in the ACC database in the first place, had the option of requesting a different version of the questionnaire suitable to their current business type. For example, an employer in the Construction sector who had been sent a Manufacturing questionnaire, could ask to complete a Construction questionnaire (either a paper copy or online).

Usage of 'don't know' responses

'Don't know' responses were included for questions where employers may not have been able to answer, such as questions about the actions of workers (e.g. 'how often do workers report hazards to their workmates?').

Don't know responses were also important to include for particular questions, as they could be indicative of a potential issue (e.g. if the majority of employers say they 'don't know' how many people in the business have had a near miss in the past 12 months, it could indicate issues with workplace communications and processes).

Usage of 'not applicable' responses

The use of 'not applicable' response options was minimal throughout the Employers' questionnaire.

A copy of the final Employers' questionnaire can be found in Appendix I. This copy includes all questions asked of each sector. Specific sector questions can be identified through the programming logic appearing at the start of each question (if relevant). Although questionnaires differed slightly by sector, the majority of questions remained the same.

The average length of the online survey was 24 minutes.

Questions asked in the 2016 Survey

A full topic list of the questions asked in the 2016 survey has been provided in Appendix I. This topic list also shows questions that were new in 2016.

SURVEY MATERIALS

Initial contact - Invitation letter

An invitation letter, which contained a link to the online survey and provided an individual login ID and password, was sent to all those selected from the ACC levy-payers database to take part in the survey on 18 October 2016.

The letter directed respondents to an 0800 number and email address if they had any questions about the survey. Those without internet access who called the 0800 number were advised that a hard copy questionnaire would be sent.



WORKING IN NEW ZEALAND SURVEY 2016

The Health and Safety Manager <Company name> <Address Line 1> <Address Line 2> <City>, <postcode>

Dear <named respondent>

I invite you to take part in this important survey about health and safety in New Zealand workplaces and to provide your ideas, as an employer, about how we can support you to make sure all New Zealanders return home from work healthy and safe.

Your answers will be **confidential** and you have our commitment that your feedback will be used to help us make decisions about what to do to improve workplace health and safety. The results from the previous surveys have already proved valuable in shaping WorkSafe New Zealand's work and can be found online at <u>www.worksafe.govt.nz/research</u>.

Why should I take the time to do this survey? You have been randomly chosen as a business operating in New Zealand from the ACC Levy Payers' database to ensure we get a cross section of all businesses in New Zealand. It's very important that all businesses selected to complete the survey do so. The survey will take around 15-20 minutes to complete.

Nielsen, an independent research company, is carrying out this survey on behalf of WorkSafe and results will not be reported in a way that will allow you or your company to be identified.

I would be very grateful if you would please take the time to complete the survey.

Yours sincerely

Ksle

Kirstie Hewlett General Manager, Strategy and Performance WorkSafe New Zealand

Second contact – Survey Pack

How to complete the survey and enter the prize draw

Completing the survey online is secure, quick and easy.

1. Go to: www.acnonline.com/employers

 Enter the user name and survey code:
 User name: <user name>

Survey code: <survey code>

If you have any questions or would prefer us to mail you a paper copy of the questionnaire please contact Nielsen on 0800 400 402 or adrienne.pointer@nielsen.com

To thank you for completing the survey, you'll be entered into a prize draw for a prize of your choice, either an iPad Mini, a \$500 Prezzy Card or a \$500 donation to a registered charity of your choice.

Allowing time for delivery of the initial invitation letter and a ten day 'opt out' period as required by ACC, those who had not completed the survey online were sent a survey pack with a cover letter, hard copy questionnaire and a reply-paid envelope (sent 3 November 2015). The survey link and individual login details were repeated in the letter should the respondent prefer to complete online.



WORKING IN NEW ZEALAND EMPLOYERS SURVEY 2016



Further contacts – Additional approaches used

Due to a slow response from Employers in the Forestry and Construction sectors an additional reminder letter was sent out to those who had been sent a hardcopy questionnaire but not completed the survey. This reminder was sent approximately four weeks after the Survey Pack was mailed out.

SURVEY RESPONSE

Online vs Hard copy

Almost seven in ten employers completed the survey online. The lowest proportion of online completes was within the Forestry and Agriculture sectors, while the highest proportion came from the 'Other' sector and the Construction sector.

	% Online	% Hard copy	TOTAL SAMPLE
Agriculture	42	58	362
Construction	73	27	274
Forestry (ACC & WS database combined)	59	41	232
Manufacturing	71	29	369
Other	76	24	367
TOTAL 5 SECTORS	68	32	1,604

In 2016, the number of surveys achieved fell short of the targeted number of completes for all but the 'Other' sector (Manufacturing 92%, Agriculture 91%, Forestry 77% and Construction 69%). Despite not meeting target numbers for these sectors, the number of responses achieved allow for reliable analysis of results at an overall level, and where numbers permit at a sub-group level also.

The letter rate and the response rate are shown below (the letter rate is the number of completed surveys achieved from the number of letters sent. The response rate is calculated by removing all ineligible respondents³.

		Response
	Letter rate	rate
Agriculture	4.4	29%
Construction	6.1	21%
Forestry (ACC & WS database combined)	5.5	27%
Manufacturing	5.1	25%
Other	5.6	22%
TOTAL 5 SECTORS	5.3	25%

The overall response rate of 25% is not bad given that employers are generally very busy and as such this can make them a difficult group to survey. In addition to normal response barriers, the 2016 survey was run later in the year than in 2015 and a number of employers expressed concern over the time of year and how busy it was.

³ Ineligible respondents includes: Deceased, GNA, Language, Unavailable, Health/Age and Retired/Worker not Employer codes.



The following chart shows the responses over the survey period:

0800 NUMBER

An 0800 number and email address (manned by Nielsen) were available for respondents throughout the survey period. Around 260 emails and calls were received during this time. The nature of the calls and emails are listed in the table below:

Refusals	
Health/Age reasons	2
Don't want to participate	20
Currently unavailable (e.g. on holiday, out of the country)	36
Person no longer lives at address	1
Retired/no longer in workforce	11
Not an employer	44
No longer in business	92
Deceased	3
Queries	
General question / query	12
Trouble using link	8
Material received after completion	5
Request replacement / hard copy sent	21
New address	9
Total	264

A set of Survey FAQs was created for the 0800 number operator to assist in the response to callers' questions. This document was also given to WorkSafe NZ call centre staff. A copy of the FAQs can be found in Appendix II.

DATA ENTRY

Data entry protocols for the Employers' survey were identical to that of the Workers' survey (refer to page 25 of this report).

DATA CLEANING

Once the hard copy questionnaires had been data entered, a series of data checks were carried out as part of the quality control procedure. During this process, the following edits were carried out:

• 19 duplicates were removed where respondents had completed both online and in hardcopy. These responses were removed from the data entry responses (the online version was kept).

Imputations

As business size was a key variable in the weighting of the Employers' survey, and businesses *not sourced* from the ACC database were missing this information, a number of imputations had to be made.

This meant business size data was imputed for respondents sourced from the additional Forestry database provided by WorkSafe NZ. Imputations were also made for those respondents who had initially been sent a Worker questionnaire but who subsequently requested an Employer questionnaire to complete (as these people were sourced from the Electoral Roll and not the ACC database information relating to business size was therefore not available).

Analysis was first undertaken to establish an appropriate imputation process. For ACC businesses, a check was made to see if there was a correlation between the number of employees in the business (as self-reported at Q3 in the questionnaire) and the size of business (as defined by ACC - see the 'Notes' section of the 'ACC population figures' table for information on how business size is defined by liable earnings – page 40 of this report). A correlation *was* established and a number of imputations were made as shown in the table below. Note that no imputations were made for the Agriculture, Construction or 'Other' sectors.

n

Sector	Number of employees (response from the questionnaire at Q3)	Business size assigned	Number of imputations made
Forestry (64 imputations)	None	Very small business	3
	1 to 9	Small business	36
	10 to 49	Medium business	18
	50 or more	Large business	7
TOTAL NUMBER OF IMPUTATIONS			64

One imputation were made based on the number of contractors in the organisation (as self-reported at Q4 of the questionnaire) in 2016.

A total of two organisations (from the Forestry sector) did not have information for either number of workers or contractors. This organisation was assigned to the business size with the most respondents within each sector. This was 'small business' for Forestry.

RESPONSE RATE

To calculate response rate, every individual sent an invitation to complete the survey was tracked and the outcome of the invitation carefully recorded.

By entry into Confirmit, Nielsen traced which of the letters, postcards or questionnaire packs were returned as 'got no address.' Any telephone or email notification of refusal to participate was logged into the 0800 number call log. This log also recorded notification from third parties that the nominated respondent was not available or capable of completing the survey due to age, language issues, health reasons, death or other disabilities. Every effort was made to remove any such respondents from subsequent communications.

The response rate is calculated as follows:

Completed surveys / total number of invitations mailed out (excluding GNAs and ineligibles) x 100

Ineligibles are defined as those who are unable to participate due to age, language issues, health or other disabilities.

Category	
Deceased	3
GNA	307
Language	1
Unavailable	36
Health/Age	2
Ineligible - not employer, out of	
business etc.	214
Total ineligibles	563
Refused	20
Incomplete	216
Unknown - Mailed Out, No Info	6090
Total In-scope No Response	6326
On Line Completes	1086
Off Line Completes	518
Completes	1604
Mail Outs	8493
Response rate Method I	20.23
Response rate Method II	24.66

The table below outlines responses for the total Employers' sample.

A second response rate is also calculated (Method II). This method applies the same proportion of ineligibles as those we have heard back from to those we have not (i.e. the 6090 "Unknown"). i.e. The

method II assumes that the proportion of people excluded from the survey population in method I (=Total Ineligibles/Known Outcomes) can be applied to the Unknown group to estimate how many of them would have been excluded if the data were available.

The following table shows response	e rates for each of the sectors.
------------------------------------	----------------------------------

	AGRI.	CONSTR.	FORESTRY	MANU.	OTHER
Deceased	0	2	1	0	0
GNA	46	55	77	64	65
Language	0	0	0	1	0
Unavailable	6	5	15	7	3
Health/Age	1	0	1	0	0
Ineligible - not an employer, out of					
business etc.	52	42	38	42	40
Total ineligibles	105	104	132	114	108
Refused	7	4	3	2	4
Incomplete	36	49	29	43	59
Unknown - Mailed Out, No Info	1089	1249	885	1352	1515
Total "refusals"	1132	1302	917	1397	1578
On Line Completes	209	200	136	261	280
Off Line Completes	153	74	96	108	87
Completes	362	274	232	369	367
Mail Outs and extras	1599	1680	1281	1880	2053
Response rate Method I (%)	24.23	17.39	20.19	20.89	18.87
Response rate Method II (%)	28.51	21.50	27.17	25.03	22.37

WEIGHTING

As was the case for the Workers' survey, the Employers' survey will be subject to a number of biases. In this case the biases will be caused by:

- a) Disproportionate sample selection e.g. for the Agriculture sector there was an insufficient number of large businesses to sample from, therefore the number of medium-sized businesses to sample from was increased to compensate for this shortfall
- b) Differential response rates e.g. in general, older people and females have higher rates of response than younger people and males
- c) The sample frame used the ACC Levy Payers' database, while almost certainly the best available for this type of survey, does not include all members of the population being surveyed.

If the bias in the completed sample is not corrected it will be reflected in survey results which should be representative of the population from which it was obtained.

Those variables which are most subject to bias because of the sample selection methods are business size and sector. These are also the variables which have a strong influence on the survey findings.

Various methods of weighting survey data are available. The methods employed in this survey took into account the following factors:

- a) The need to create a weighting methodology that is consistent and repeatable for future measures
- b) The requirement that the effect of weighting should not be so drastic as to reduce substantially the effective survey sample size (especially important for the Forestry sector).

Accordingly, we implemented the following weighting procedure (taking into account reporting methods which included reporting by each sector individually and by the four WorkSafe NZ high-risk sectors combined – Agriculture, Construction, Forestry and Manufacturing):

- 1. A simple cell-based weighting approach was adopted whereby we weighted by business size within sector.
- 2. Large Forestry businesses were collapsed with medium-sized Forestry businesses since the weighted count for large Forestry businesses rounded to zero. Therefore, the category was collapsed into the closest classification which was medium-sized Forestry businesses.
- 3. An inverse post-weight was used for the Forestry sector only. Prior to weighting, our Forestry sample represented approximately 19% (n=232) of the four WorkSafe NZ high-risk sectors combined (n=1237). However, after weighting, this proportion was reduced to 1% (n=12) meaning significant differences between sub-groups of interest were either negligible or undetectable, leading to unreliable sub-group analysis. A post-weight allowed for the sample size to be adjusted. A new weight factor was created to convert the existing weight to show the weighted totals for Forestry as the base of actual interviews achieved rather than the small base

created by the first weighting round. This allowed for far more 'sensible' significant results within the Forestry sector.

One weighting variable was produced. This enabled us to report by each sector individually where results were representative of the population size (based on the ACC Levy Payers' database). For the WorkSafe NZ four high-risk sectors combined it allowed us to report within and between each of the four sectors (where results were also representative of the population size).

This approach did not allow for a total (5 sector) result to be reported as it was not proportional to the population. This is because we did not adjust the sample proportion to take account of the 'Other' sector.

Some statistics of interest are presented below for the weighting variables (note this does not take into account the Forestry post-weight).

Sector	Min	Max
Agriculture	0.06	1.67
Construction	0.13	2.64
Forestry	0.03	0.15
Manufacturing	0.17	1.93
Other	0.10	2.61

The following table shows the weighted proportion by the four risk sectors:

Sector	Unweighted base size	Unweighted %	Weighted %
Agriculture	362	29	35
Construction	274	22	43
Forestry	232	19	1
Manufacturing	369	30	21
TOTAL	1237	100	100

REPORTING AND ANALYSIS

The analysis and reporting follows the same method as the employee survey:

- Most measures are reported at a 'total four risk sector' level as well as at individual sector levels
- The headline result is not based on the five sectors included in the research as the 'Other' sector result, based on all workers falling outside the four risk sectors is provided for context.

The following are notes regarding the analysis in the Cross-Sector Report.

Significant differences

Differences reported between the total and sub-groups are significant at the 95% confidence level. The total excludes the sub-group being compared to it.

For rating scale questions, significant differences are reported at top-two or bottom-two box level unless otherwise specified (e.g. for a scale of strongly disagree, disagree, neither disagree not agree, agree, strongly agree, differences have been tested between sub-groups for *strongly* agree + agree).

All base sizes shown on charts and on tables (n=) are unweighted base sizes.

Please note that any base size of under n=100 is considered small and under n=30 is considered extremely small and therefore results should be viewed with caution.

'Other specify' questions

Responses to "other specify" questions are split out based on codes that were included in the questionnaire and those that have been created based on the themes that emerged from respondents' answers (when specifying an 'other' response).

REPRESENTATIVENESS OF DATA

SAMPLE PROFILE

EMPLOYERS Weighted %		AGRICULTURE	CONSTRUCTION	FORESTRY	MANUFACTURING	OTHER SECTOR
OF NO FD	MALE	57%	76%	72%	58%	52%
GENDER	FEMALE	43%	24%	28%	42%	48%
AGE	18 – 24 YEARS	<0.5%	1%	-	1%	1%
	25 - 29 YEARS	3%	3%	3%	2%	3%
	30 – 39 YEARS	13%	22%	16%	15%	11%
	40 – 59 YEARS	61%	57%	61%	59%	57%
	60 + YEARS	22%	17%	17%	23%	27%
	LESS THAN ONE YEAR	<0.5%	1%	-	3%	1%
	1 TO LESS THAN 2 YEARS	2%	3%	4%	3%	7%
	2 TO LESS THAN 6 YEARS	13%	19%	13%	13%	16%
# YEARS IN OPORATION	6 TO LESS THAN 10 YEARS	13%	18%	20%	12%	13%
	10 TO LESS THAN 20 YEARS	18%	22%	24%	26%	25%
	20 YEARS OR MORE	54%	38%	39%	42%	37%
	DON'T KNOW	-	-	-	1%	1%
	NONE	10%	14%	8%	5%	8%
	1 TO 5 EMPLOYEES	73%	63%	49%	55%	61%
	6 TO 9 EMPLOYEES	7%	12%	18%	13%	12%
# OF EMPLOYEES	10 TO 19 EMPLOYEES	5%	6%	15%	11%	9%
	20 TO 49 EMPLOYEES	3%	4%	8%	11%	5%
	50 TO 99 EMPLOYEES	1%	1%	1%	2%	2%
	100 OR MORE EMPLOYEES	<0.5%	1%	2%	4%	4%
REGION	NORTHERN REGION	11%	30%	13%	30%	42%
	CENTRAL REGION	59%	41%	61%	39%	41%
	SOUTHERN REGION	33%	34%	32%	35%	24%

The following table provides a profile of the respondents in each of the sectors:

* Region is defined as follows:

Northern: Northland, Auckland

Central: Waikato, Bay of Plenty, Gisborne, Hawkes Bay, Taranaki, Manawatu-Whanganui, Wellington-Wairarapa

Southern: All of the South Island

Note: In 2014, Wellington-Wairarapa was included in the Southern region.

In the absence of consistent updated business information for all sectors it is difficult to ascertain the representativeness of the sample at a sub-group level. However, as with the workers survey we do know that the sample profile has an older skew.

The following charts give a breakdown of job types by sector.

AGRICULTURE EMPLOYERS	2016
TYPE OF WORK	WEIGHTED %
Dairy farm	36%
Sheep farm	33%
Beef farm	36%
Poultry farm	<0.5%
Deer farm	2%
Farm with other livestock (e.g. pigs, alpaca)	1%
Nursery and floriculture production	1%
Mushroom and vegetable growing	3%
Fruit and tree nut growing	10%
Grain farming	4%
Other crop growing	6%
Shearing services	1%
Fencing services	3%
Machinery operating services	5%
Other agriculture support services	3%
Bee-keeping	1%
Other	5%

Base: All employers in Agriculture (excluding not answered) Q10 (E) Which of the following best describes your business?

58

n

CONSTRUCTION EMPLOYERS	2016
TYPE OF WORK	WEIGHTED %
Building	32%
Roofing	6%
Electrician	15%
Plumber	6%
Other specialist trade e.g. gasfitter, steel erector	11%
Working on utilities e.g. powerlines, water mains, sewerage, telecommunications	3%
General construction	21%
Exterior cladding	16%
Interior fitting	16%
Finishing (e.g. painting and plastering)	13%
Foundation and ground preparation	19%
Erection and assembly/scaffolding	4%
Landscaping	12%
Demolition	8%
Asbestos removal	1%
Excavations	12%
Machine Operation	8%
Working with mobile plant e.g. crane operators, excavators, elevated work platforms, concrete pumps, rollers, graders etc.	11%
Construction Services e.g. hire equipment	3%
Heating/ventilation/air conditioning	1%
Other	10%

Base: All employers in Construction (excluding not answered) Q12 (E) Which of the following best describes your business?

n

CONSTRUCTION EMPLOYERS	2016
MAIN FOCUS OF CONSTRUCTION BUSINESS	WEIGHTED %
Heavy and civil engineering construction (e.g. roads, bridges, dams, water tanks, radio / TV transmitting towers)	6%
Residential building construction (e.g. private houses, apartment buildings)	47%
Non-residential building construction (e.g. commercial, industrial, office buildings)	21%
Land development and site preparation services (e.g. subdivision, development)	8%
Building structure services (e.g. concreting, bricklaying, structural steel erection, roofing)	11%
Building installation services (e.g. plumbing, electrical, air conditioning and heating, fire and security alarm installation)	21%
Building completion services (e.g. plastering and ceiling, carpentry, tiling and carpeting, painting and decorating, glazing)	22%
Management	<0.5%
Maintenance (building and machinery)	2%
Drainlaying/drainage	1%
Electricity infrastructure/distribution	1%
Other	9%

Base: All employers in Construction (excluding not answered) Q13 (E) Which of the following best describes the work that your business does?

FORESTRY EMPLOYERS

TYPE OF WORK	WEIGHTED %
Land management	20%
Tree planting	24%
Pruning	20%
Ground based harvesting	48%
Mechanised ground based harvesting	30%
Cable harvesting	16%
Hauler operation	19%
Thinning to waste	19%
Transport of logs	13%
Silviculture	25%
Road construction	15%
Tree felling	46%
Skid worker	31%
Sawmilling	1%
Weed control/spraying	3%
Other	11%

2016

Base: All employers in Forestry (excluding not answered) Q14 (E) Which of the following best describes your business's day to day work?

MANUFACTURING EMPLOYERS	2016
TYPE OF WORK	WEIGHTED %
Food products	16%
Wood and paper products	11%
Beverage or tobacco products	3%
Textile, leather, clothing or footwear	5%
Petroleum and coal products	<0.5%
Chemical & associated products (includes plastics, pharmaceuticals, cleaning compounds, toiletries, paints, rubber)	5%
Non-metallic mineral products	3%
Transport equipment (includes motor vehicles and parts, ships and boat building, aircraft)	7%
Machinery and equipment (including professional and scientific equipment, computer and electronic equipment, electrical equipment, domestic appliances)	13%
Metal and metal products (both primary and fabricated metals)	27%
Printing	4%
Furniture	10%
Other	18%

Base: All employers in Manufacturing (excluding not answered) Q17(E) Which of the following best describes the sector your business is in?

APPENDIX I QUESTIONNAIRES

The surveys include the following topics. New topics in 2016 are in italics.

- Type of work/business.*
- Most important considerations at work/for business (i.e. where does health and safety sit relative to other considerations).
- Views about health and safety in the workplace, including priority given to health and safety and who should be responsible for health and safety.
- Worker engagement, participation and communication.
- Heard of and/or signed up to the Canterbury Rebuild Safety Charter.*
- Health and safety training received.
- Views about risk (relative to other industries).
- Likelihood of someone being seriously hurt in the next 12 months.
- How safe workers feel at work.
- Resources and information, and knowledge and skills, to deal with risk.
- Risky behaviours in the workplace.
- Positive behaviours (e.g. use of protective equipment).
- Experience of harm.
- Most recent serious harm incident.
- Responses to harm (whether an ACC claim made was added).
- Experience of near misses/hazards and responses.
- Understanding of regulations and requirements.
- Changes in workplace health and safety practices and reasons (employers only).
- Sources of advice.
- Awareness and knowledge of, and contact with, WorkSafe.
- *Perceptions of, and trust and confidence in, WorkSafe.*
- Use and usefulness of WorkSafe information/guidance (employers only).
- Preferred formats for information/guidance.
- Action taken after visiting the WorkSafe website.
- Where WorkSafe should focus to impact on health and safety.

- Awareness of/response to campaigns/interventions:
 - Safer Farms
- Exposure to dust and solvents, and controls used including health checks for workers (for Manufacturing and Construction).*
- Uptake of personal health checks from exposure to dust and solvents (for Manufacturing and Construction).*
- Approaches used when businesses/organisations working together (overlapping duties employers only).*
- Approaches used to ensure health and safety of goods and services from suppliers (upstream duties employers only).*

Information is also collected about workers/employers, including number of employees/contractors/migrant workers, demographics such as age, gender, ethnicity (workers only), educational qualification (workers only), income (workers only), region, and average hours worked (workers only).

n

WORKERS SURVEY

nie	elsen				
Study I	D	WORKERS-1	Resp. No.		
Intervie	wer No.		Interview Length		
No. Of	Queries		Reference No.		
Ask all Use this Hyperlin Hyperlin Thank ye be repor Please of through To begin screen. I If you we www.act If you we survey, o By conti	s text in place on the www.acnonlink to privacy state ou for agreeing t ted in a way that consider your an the survey. The survey. The survey. The survey of the survey the survey of the survey of the survey of the survey of would like to view of would like to context of	f standard intro page ine.com/worksafe atement o take part in this impor will allow you to be ide swers carefully as it is n tton below. As you mov browser buttons. e the survey to return to ksafe to return. our privacy statement, p ontact us, please click o urvey, you are agreeing	tant survey. Your answers will be confid intified. not possible to return to previous question e through the survey, please use the bur it later, simply close the browser windo please click here. If you require assistant on the email image at the bottom of eac to take part.	dential, and rea ons as you pro uttons at the b w and log bac nee at any time h screen.	sults will not gress ottom of each k in at e during the
Q1	INDUSTRY			Code	Route
	Ask all Which of the focurrently work Agriculture - I vineyards. Construction of residential, specialist trade demolition, exit Forestry - Peet tree maintenar of the logs. Manufacturing something from the production covers all sorts equipment, me chemicals.	bilowing options best de in: [SA] People who work on the - People who work in bi commercial and civil co as such as plumbing, el- cavation, and infrastruct opte who work in any as nce, and felling, trimmin g - People who work in n raw materials into fini- of other more complex s of manufacturing inclu stal products, wood and of the above.	escribes which New Zealand industry yo a land, for example on farms, in orchard usinesses or trades that work in any as nstruction or maintenance. This include ectricians, painting, roofing etc. It includ ture work pect of forestry from planting of the tree g, and log removal, through to the trans factories, plants, workshops etc. to mak shed goods. These goods can be used products such as aircraft and machiner ding food and drink, machinery and paper products, printing and publishing	u s or pect s all es 2 s, port 3 ce d in y, It I, 4 6	
Q2	<u>Ask all</u>			Code	e Route
	WORKER	S-16 WorkSafe Workers S	Survey 2016 V1 (3 October, 2016) Page	 1 of 34	

	Are you [MA] PROBE Please select all that apply		
	An employee working for wages or salary	1	
	Working without pay in a family business	2	
	Self-employed and not employing others	3	
	An employer of others in your own business	4	
Q3	CARRY OUT DAY TO DAY DUTIES	Code	Rou
	Ask if Q2=4 only Do you personally ever carry out the day to day work you employ others to do?[SA]		
	Vac	1	
	No	2	
			I
	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate.	olete the s	urvey th n to
(F	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate.	obligation	urvey ti
(F	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate. CLIDEMAIL address	obligation	urvey th
(F <u>Show</u> <u>T2, T:</u> <u>If</u> Q1 <u>If</u> Q1 <u>if</u> Q1	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate. Cl) Email address if Q3=1 3 and Q5_Q14_to be shown on same page 1 insert <apriculture> =2 insert <construction> = 3 insert <forestry> = 4 insert <manufacturing></manufacturing></forestry></construction></apriculture>	obligation	urveyth
(F <u>Show</u> <u>T2, T;</u> <u>If Q1</u> <u>If Q1</u> <u>If Q1</u> <u>If Q1</u>	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate. At) Email address Tif Q3=1 3 and Q5_Q14_to be shown on same page = 1 insert <apriculture> = 2 insert <construction> = 3 insert <forestry> = 4 insert <manufacturing> = code 6 (Other) show section A title on same page as Q19 & Q20</manufacturing></forestry></construction></apriculture>	obligation	urvey th
(F Show T2, T: If Q1 if Q1 if Q1 If Q1 If Q1 Pleas as an	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate. R1) Email address Image: Ima	obligation	n to
(F Show T2, T; If Q1 If Q1 If Q1 If Q1 Pleas as an Wordi	If you do not wish to provide your email address thank you for taking the time to comp far. PROBE Please note providing your contact details does not put you under any participate. C1) Email address C1) Email address C1) Email address C2) Email address C3) Email address C4) Email address C	obligation	n to

Please complete this survey from the viewpoint of a person working in your industry rather than as an employer (we are carrying out a separate survey of employers)

We would like to remind you that your responses are totally confidential. We are a trusted research agency that must follow our industry's very strict code of practice. You or your workplace will not be identified and your answers will be put together with the answers of hundreds of other workers. Therefore, please answer the questions honestly.

SECTION A: About the work that you do

These first questions are mostly about the sort of work you do and what is important to you in your work.

Q5	AGRICULTURE SUB-SECTOR	Code	Route
	Ask if Q1=1 (AGRICULTURE)		
	<u>Please do not show the numbers after the text</u> i.e. Dairy farm (016) should be shown on screen as Dairy farm		
	Where do you work? [MA] PROBE Please select all that apply		
	Dairy farm (016)	01	
	Sheep farm (014)	02	
	Beef farm (014)	03	
	Poultry farm (017)	04	
	Deer farm (018)	05	
	Farm with other livestock (e.g. pigs, alpaca) (019)	06	
	Nursery and floriculture production (011)	07	
	Mushroom and vegetable growing (012)	08	
	Fruit and tree nut growing (013)	09	
	Grain farming (014)	10	
	Other crop growing (015)	11	
	Other agriculture support services (052) (please specify)	12	
	Other (please specify)	98	
Q6	AGRICULTURE JOB-TYPE	Code	Route
	Ask if Q1=1 And what type of work do you mainly do?		
	[MA] PROBE Please select all that apply		
	Fencing	01	
	Shearing	02	
	Stock work	03	
	WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 3 of 34		

n

Milking	04	
General farm work	05	
Machinery operator	06	
Crop work	07	
Picking	08	
Gardener / arborist	09	
Other (please specify)	98	
CONSTRUCTION SUB-SECTOR	Code	F
<u>Ask if Q1 =2 (Construction)</u> What do you mainly do at work?		
[MA] PROBE Please select all that apply		
Builder	01	
Roofer	02	
Electrician	03	
Plumber	04	
Other specialist trade e.g. gasfitter, steel erector Working on utilities e.g. powerlines, water mains, sewerage, telecommunications	05 06	
General construction	07	
Manual labour	08	
Team leader / supervisor	09	
Trainee / apprentice trades person	10	
Foundation and ground preparation	11	
Erection and assembly	12	
Exterior cladding	13	
Interior fitter	14	
Finishing (e.g. painting, plastering)	15	
Landscaping	16	
Demolition	17	
Asbestos removal	18	
	19	
Excavations		
Excavations Machine operator Working with mobile plant e.g. crane operators, excavators, elevated work platforms, concrete numps, rollers, graders, etc.	20	

Q7

Working at heights	23	
Construction Services e.g. hire equipment	24	
Other (please specify)	98	
CONSTRUCTION JOB TYPE	Code	Route
Ask if Q1=2 (Construction)		
Please do not show the numbers after the text i.e. Land development and site preparation services (e.g. subdivision, development) (321) should be shown on screen as Land development and site preparation services (e.g. subdivision, development)		
And what kind of work do you mainly do?[MA] PROBE Please select all that apply		
Heavy and Civil engineering construction (e.g. roads, bridges, dams, water tanks, radio / TV transmitting towers) (310) Residential building construction (e.g. private houses, apartment buildings) (301)	1	
Non-residential building construction (e.g. commercial, industrial, office buildings)	2	
(302)	3	
(321)	4	
Building structure services (e.g. concreting, bricklaying, structural steel erection, roofing) (322)	5	
Building installation services (e.g. plumbing, electrical, air conditioning and heating, fire and security alarm installation) (323)	6	
Building completion services (e.g. plastering and ceiling, carpentry, tiling and	-	
carpeting, painting and decorating, glazing) (324)	7	
Other (please specify) (329)	8	
FORESTRY SUB-SECTOR	Code	Route
<u>Ask if Q1=3 (Forestry)</u> What do you mainly do at work? PROBE Please select all that apply		
Land management	01	
Tree planting	02	
Pruning	03	
Ground based harvesting	04	
Mechanised ground based harvesting	05	
Cable harvesting	06	
Hauler operator	07	
Thinning to waste	08	
Transport of logs	09	
Silviculture workers	10	

	Dead assertion		
	Road construction	11	
	Contractor	12	
	I ree faller	13	
	Skid worker	14	
	Head breaker-out	15	
	Breaker-out	16	
	Machine operator	17	
	Crew manager / foreman	18	
	Trainee	19	
	Other (please specify)	97	
Q10	SIZE OF FOREST	Code	Route
	Ask if Q1=3 (Forestry)		
	What size forest do you work in?		
	[SA]		
	Verv small (under 20 hectares)	1	
	Small (20-200 hectares)	2	
	Large (over 200 hectares)	3	
	Don't know	9	
		-	
Q12	NUMBER OF SITES WORKED ON	Code	Route
	Ask if Q1 =1.2 or 3 (Ag. Construction or Forestry) In the last 3 months, how many different sites have you worked on at your job? [SA]		
	1	1	
	1	1 2	
	1 2-4 5 or more	1 2 3	
011	1 2-4	1 2 3	Dauta
Q11	1 2-4	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11	1	1 2 3 Code	Route
Q11 Q13	1	1 2 3 Code 1 2 9 Code	Route
Q11 Q13	1	1 2 3 Code 1 2 9 Code	Route
Q11 Q13	1	1 2 3 Code 1 2 9 Code	Route
Q11 Q13	1	1 2 3 Code 1 2 9 Code	Route

What type of manufacturing do you work in? [MA] PROBE Please select all that apply		
Food products (11)	01	
Wood and paper products (14 + 15)	02	
Beverage or tobacco products (12)	03	
Textile, leather, clothing or footwear (13)	04	
Petroleum and coal products (17) Chemical & associated products (includes plastics, pharmaceuticals, cleaning compounds, toiletries, paints, rubber) (18+ 19)	05 06	
Non-metallic mineral products (20)	07	
Transport equipment (includes motor vehicle and parts, ships and boat building, aircraft) (23) Machinery and equipment (including professional and scientific equipment.	08	
computer and electronic equipment, electrical equipment, domestic appliances) (24)	09	
Metal and metal products (both primary and fabricated metals) (21+22)	10	
Printing (16)	11	
Furniture (25)	12	
Other (please specify)	98	
MANUFACTURING JOB TYPE	Code	F
<u>Ask if Q1=4 (Manufacturing)</u> What do you mainly do?[MA] PROBE Please select all that apply		
Manager / supervisor / team leader	1	
Worker e.g. factory worker, line worker, operators	2	
Office / admin staff	3	
Technician	4	
Engineer	5	
Other (please specify)	8	
OTHER SUB-SECTOR	Code	F
<u>Ask if Q1 =6 (Other Industry)</u>		
If Q1 = code 6 (Other) show Q19 & Q20 on same page What industry do you work in? [SA] PROBE If you have more than one job, please answer about what you consider to be your main job.		
Mining	01	
	02	
Electricity, gas, water and waste services		

n

	Retail trade	04	
	Accommodation and food services	05	
	Transport, postal and warehousing	06	
	Information, media and telecommunications	07	
	Financial and insurance services	08	
	Rental, hiring and real estate services	09	
	Professional, scientific and technical services	10	
	Administrative support services	11	
	Public administration and safety	12	
	Education and training	13	
	Health care and social assistance	14	
	Arts and recreation services	15	
	Other (please specify)	98	
Q20	OTHER JOB LOCATION	Code	Route
	<u>Ask if Q1 =6 (Other Industry)</u> And where do you spend most of your time when you are at work?[MA] PROBE Please select all that apply		
	An office	1	
	A health or educational facility	2	
	A hospitality location (e.g. hotel, restaurant)	3	
	A retail or wholesale outlet	4	
	In a vehicle (e.g. taxi driver, travelling salesperson)	5	
	Home-based business	6	
	Other, please specify	8	
Q21	NUMBER OF WORKERS IN WORKPLACE	Code	Route
	Ask all About how many people are employed at your current workplace?		
	[SA] PROBE If you work for a contractor, please answer how many people work for that contractor		

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 8 of 34
Don't know	9	
NUMBER OF PEOPLE MANAGED/SUPERVISED	Code	Rout
Ask all		
How many workers do you manage or supervise in your day to day work? [SA]		
None	1	
1-2	2	
3-5	3	
6-9	4	
10 or more	5	
WORK WITH MIGRANTS	Code	Rout
Ask all		
Do you work day to day with migrant workers from other countries?		
By this we mean workers who were not born in New Zealand and who have arrived in New Zealand <u>in the last five years</u> . [SA]		
Yes	1	
No	2	
Don't know	3	
CANTERBURY CONSTRUCTION	Code	Rout
Ask if Q1 =2		
Code 1 & 2 & 7 = Single Response		
Code 3 & 4 = Multi Response		
Which of the following applies to you? [MA]		
I do not work in Canterbury	1	
I work in Canterbury but not on the rebuild	2	
I am working on the Canterbury rebuild	3	
I am working with migrant workers who were hired to work on the Canterbury	-	
repulia	4	
CANTERBURY REBUILD SAFETY CHARTER - HEARD OF	Code	Rout
<u>ASK IF Q24=2, 3, 4</u>		
Have you heard of the Canterbury Rebuild Safety Charter? [SA]		
	01	
Yes	02	
Yes, but it doesn't apply to me	03	
Dan't la au	00	

117	CANTERBURY REBUILD SAFETY CHARTER - SIGNED UP TO	Code	Route
	ASK IF (Q24=2, 3, 4) AND (Q116=2)		
	Has your company/the company you work for signed up to the Canterbury Rebuild Safety Charter? [SA]		
	Yes	01	
	No	02	
	Don't know	99	
25	TIME IN INDUSTRY	Code	Route
	If Q1=1 insert <agriculture> If Q1=2 insert <construction> If Q1=3 insert <forestry> If Q1=4 insert <manufacturing> If Q1=6 insert response from <q19> How many years have you worked in the <xx> industry?</xx></q19></manufacturing></forestry></construction></agriculture>		
	[SA]		
	Less than one year	1	
	1-2 years	2	
	3-5 years	3	
	6-9 years	4	
	10-19 years	5	
	20 years or more	6	
26	FORESTRY TRAVEL TIME	Code	Route
	<u>Show Q26 and Q28 on same page</u> <u>Ask if Q1=3 (Forestry)</u> On average, about how many hours do you spend a day travelling to and from work? [SA] PROBE Please add together the time going to work and the time coming home		
	Less than an hour a day	1	
	1-2 hours a day	2	
	More than 2 hours a day	3	
28	AVERAGE WEEKLY HOURS	Code	Route
	Ask all On average, not counting travel time, about how many hours do you work a week?		
	[SA] PROBE Please include time at all jobs if you have more than one		
	Less than 20 hours	1	
	WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 10 of 34		

20-30 hours	. 2	
31-40 hours	. 3	
41-50 hours	. 4	
51-60 hours	. 5	
61 hours or more	. 6	
BOSS ON SITE	Code	Route
Ask if Q1 =1, 2 or 3 (Agriculture, Construction, Forestry) and Q2 = 1 or 2 How often is your boss on the same site as you when you are working?		
[SA]		
Never	1	
Some of the time	2	
About half of the time	. 3	
Most of the time	4	
All the time	. 5	
3 MOST IMPORTANT CONSIDERATIONS IN WORK	Code	Route
Please show code 98 above code 97 <u>Respondent may select maximum of three responses</u> Remember that your responses are confidential and you or your workplace will not be identified. What three things are most important to you in your work right now? [MA] PROBE Please choose up to 3		
Taking pride in doing a good job	01	
Having a regular income	02	
Working with people I like and respect	03	
Staying healthy and safe while at work	04	
Making good money	05	
Having a good work/life balance	06	
Working outdoors or on the land	07	
Doing physical work	08	
Working hard now to build a better future	. 09	
Learning new things	10	
	11	
Being free to make my own decisions	1	
Being free to make my own decisions Working for a promotion or to build a career	12	

n

Staying fit and healthy so I can keep doing the work I do	. 14	
Nothing	. 97	
Other (please specify)	. 98	

Show section B title on same page as Q33 SECTION B: Working in your industry?

The next question is about the industry you work in.

Q33 RISK OF INJURY COMPARED WITH OTHER INDUSTRIES

<u>Ask all</u>

How does the **risk** of people getting seriously hurt in <insert industry from Q1 > compare with other industries or types of work?

Wording if Q1 = 6

How does the risk of people getting seriously hurt in your industry compare with other industries or types of work?

[SA]

	Much Iower	Lower	About the same	Higher	Much higher	Don't know
(R1) The risk in <insert from="" industry="" q1<br="">as per above logic> is</insert>	1	2	3	4	5	9

Show section C title on same page as Q36 SECTION C: What happens in your workplace?

The next questions are about things that might happen in your workplace. Please remember your answers are confidential and you cannot be identified. The results will help to understand what could make people safer at work.

Q36 FREQUENCY OF RISKY BEHAVIOURS IN WORKPLACE

Ask all

Randomize codes 1-11 and 13 Always show code 12 at end of list

How often does someone in your workplace (you or anyone you work with) ... [SA]

ĺ	Never	Hardly ever	From time to time	A lot	Doesn't apply	Don't know
(R1) Take a risk or short-cut on purpose (e.g. to save time)	1	2	3	4	7	9
(R2) Work when sick or injured	1	2	3	4	7	9
(R3) Work when hung-over or stoned	1	2	3	4	7	9
(R4) Work when they are overtired	1	2	3	4	7	9
(R5) Make a mistake because they have been working too long or too hard without a break	1	2	3	4	7	9
WORKERS 16 Wedder Weder		6 1/1 /2 0-4	-h-a 2016)	Deee 12 of	24	

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 12 of 34

(Re	b) Do a risky job that they don't have the right skills for	1	2	3	4	7	9	
(R)	7) Make a mistake by being careless or not having their mind on the job	1	2	3	4	7	9	
(RS	3) Make a mistake from being under pressure by the boss to get the job done	1	2	3	4	7	9	
(RS	OGet put at risk because our processes or ways we are told to do			-		-		
(R10	things are not sate)) Get put at risk from not having proper supervision	1	2	3		7	9	
(R11) Get put at risk by a machinery or equipment fault or breakdown	1	2	3	4	7	9	
(R12	2) Get put at risk by something outside of their control (e.g. a freak	-	-	-		ŕ	2	
(R13	accident) Get put at risk by working in	1	2	3	4	7	9	
	conditions when work should have been stopped (e.g. bad weather, not enough people on the job)	1	2	3	4	7	٥	
		-					-	1
Q115	Health Problems					Code	Route	l
	ASK ALL							l
	<u>Show code 5 if Q1 = 2 OR 4</u> In the last 12 months, which of the following have happened to you because of your work? [MA] PROBE Please select all that have occurred							
	Short-term breathing problems or in to particles, fumes, smoke, sprays o	ritation of t r other har	he airways f mful substar	rom tempo nces	rary exposu	re 01		
	Skin conditions (e.g. rashes, eczem	a, dermatit	is)			02		l
	A stress-related or mental illness					03		
	Sprain, strain or dislocation					04		
	Exposure to asbestos (NOTE: Cons	truction or	Manufacturi	ng only)		05		
	None of these					97		
	Would rather not say					99		
Q38	SERIOUS HARM INJURY							
	ASK ALL							
	Q38a: Multiple response Q38b: Single response							

Please make code 100 single response Please show code 97 below code 99

Q38a: In the last 12 months, which of the following have you had from your work? (MA)

Q38b: And which was the most recent injury or health problem? (SA)

[SA] PROBE

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 13 of 34

n

	In the la mont	ist 12 hs	Mos injur pr	st recent ry/health roblem
^(R1) Permanent loss of hearing from exposure to noise	. 1			2
(R2) Temporary, but serious loss of hearing from exposure to noise	. 1			2
(R3) Long-term breathing problems (e.g. chronic bronchitis, emphysema, asthma) from exposure to particles, fumes, smoke, sprays or other harmful substances.	. 1			2
(R7) An eye injury (e.g. chemical or hot-metal burn, or penetrating wound of eye	1	i		2
(RS) A broken bone/fracture	1			2
(^{R9)} An injury from crushing	. 1	Í		2
(R10) A deep cut or wound that required stitches	1			2
(R11) A body part amputated	1			2
(R12) Burns requiring medical attention	1			2
(R13) Became unconscious as a result of physical injury or lack of oxygen	1			2
(R14) Serious head or brain injury including concussion	1			2
(R15) Been hurt or became sick and was put in hospital for more than 48 hours	1	1		2
(R93)		i		2
(R97) None of these	1	1		2
(R98) Other work related injury, disease or illness that has resulted in a permanent health problem (please specify)	. 1			2
(R99) Other work related injury, disease or illness that resulted in serious temporary damage (please specify)	. 1			2
^(R100) Would rather not say	. 1			2
		Cod		Douto
		COU		Roule
<u>Ask if Q38b=1-15 & 98 & 99</u> Code 1 = Single code				
Please make code 99 and 100 single response				
And what happened the last time you were seriously hurt or unwell at work	? [MA]			
PRODE Please select all that apply				
Nothing, I didn't tell anyone at work		001		
It was reported to my boss / a manager but nothing happened		002	2	
It was reported to my boss / a manager and action was taken as a result		003	;	
It was reported to other workers		004	۱ I	
It was written into an accident or near miss register		005	;	
The hazard, or cause of my injury, was written into a hazard register		006	5	
The hazard, or cause of my injury, was written onto the hazard board		007	7	
WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Pag	e 14 of 34			

Q38a: Please select all that have occurred Q38b: Please select the most recent only

	-
	_

I got into trouble with my boss / someone in management	008	
We talked about how to stop it happening again	009	
I / we changed the way we did something to stop it happening again	010	
I / we got more training	011	
I made an ACC claim / a claim was made on my behalf	012	
Other (please specify)	098	
Don't know / can't remember	099	
Would rather not say	100	
NEAR MISS	Code	Route
Ask all In the last 12 months, how many times have you personally had a near miss at work where you could have been seriously hurt?		
[SA]		
None	1	
1	2	
2-5 times	3	
More than 5 times	4	
Don't know / can't remember	9	
WHAT HAPPENED AFTER NEAR MISS	Code	Route
Ask if Q41=2 or 3 or 4 <u>Code 1 = Single code</u> What happened the last time you had a near miss at work? [SA] PPORE Please select all that apply		
PRODE Flease select all that apply		
Nothing, I didn't tell anyone at work	001	
It was reported to my boss / a manager but nothing happened	002	
It was reported to my boss / a manager and action was taken as a result	003	
It was reported to the workers	004	
It was written into an accident or near miss register	005	
The hazard, or cause of my near miss, was written into a hazard register	006	
The hazard, or cause of my near miss, was written onto the hazard board	007	
I got into trouble with my boss / someone in management	008	
We talked about how to stop it happening again	009	
I / we changed the way we did something to stop it happening again	010	
I / we got more training	011	
Other (nlesse snecify)	098	
Outer (piease specify)		

n

	Would rather not say	100	
Q44	WHAT HAPPENED AFTER NOTICING HAZARD	Code	Route
	Ask all		
	Codes 1 and 2 = Single code		
	What happened the last time you noticed a new hazard at work? [MA] PROBE Please select all that apply		
	I haven't noticed any new hazards	1	
	Nothing, I didn't tell anyone at work	2	
	I reported it but nothing happened	3	
	We did something immediately (e.g. put up a hazard sign, stopped work, fixed or removed the hazard)	4	
	I / we changed the way we did something	5	
	It was written into the hazard register or hazard board	6	
	Other (please specify)	8	

 $\frac{Show\ section\ D\ title\ on\ same\ page\ as\ Q45\ and\ Q46}{SECTION\ D:\ Your\ views\ on\ health\ and\ safety}$

Q45 LEVEL OF SAFETY AT WORK

<u>Ask all</u>

	Very unsafe	Unsafe	Safe	Very safe	Don't know
(R1) Overall, how safe do you feel at work?	1	2	3	4	5

Q46 LEVEL OF RISK IN NEXT 12 MONTHS

<u>Ask all</u>

	1 Very low risk	2	3	4	5 Very high risk	Don't know
(R1) How would you rate the risk that you or someone you work with will be seriously hurt at work in the next 12 months?		2	3	4	5	0

Q47 RESPONSIBILITY FOR HEALTH AND SAFETY

<u>Ask all</u>

```
<u>Show code 7 only if Q1 =1 (Agriculture)</u>
<u>Show code 8 and 9 only if Q1 =2 (Construction)</u>
<u>Show code 10 only if Q1 =3 (Forestry)</u>
<u>Show code 11 only if Q1 =4 or 6 (Manufacturing and Other Sector)</u>
```

<u>At code 13 show:</u> (e.g. Federated Farmers, Dairy NZ, Horticulture NZ) only if Q1 <u>=1 (Agriculture)</u> (e.g. Master Builders, Master Plumbers) only if Q1 <u>=2 (Construction)</u> (e.g. New Zealand Forest Owners Association, FICA, Farm Forestry Association) only if Q1 <u>=3</u>

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 16 of 34

n

(Forestry)

(e.g. Employers and Manufacturers Association, Business NZ, NZ Manufacturers and Exporters Association, Meat Industry Association) only if _Q1 =4 (Manufacturing) (e.g. Real Estate Agents Authority, Marketing Association, NZ Medical Association, NZ Retailers Association, etc) only if Q1 =6 (Other Sector)

<u>At code 14 show:</u> (e.g. Fonterra, Alliance, FMG) only if Q1 =1 (Agriculture) (e.g. Fletchers) only if Q1 =2 (Construction) (e.g. Carter Holt Harvey, PF Olsen, Rayonier) only if Q1 =3 (Forestry) (e.g. Fonterra, Carter Holt Harvey, Goodman Fielder) only if Q1 = 4 (Manufacturing) note to programmers - there is no example for 'Other Sector' (Q1 = 6) at code 14

Randomise all codes How much responsibility do you think each of the following groups should take for making sure workers stay healthy and safe at work?

[SA]			
------	--	--	--

	1 No	2	3	4	5 Very big	Don't know
	responsibil ity				ity	
(R1)	ity				ny	
The workers themselves	1	2	3	4	5	9
(R2) The immediate boss or supervisor of the workers	1	2	3	4	5	9
(R3) Top management (e.g. Chief Executive, Board)	1	2	3	4	5	9
(R4) Workers' unions	1	2	3	4	5	9
(R5) The Government	1	2	3	4	5	9
(R6) Machinery and vehicle manufacturers that supply the						
industry	1	2	3	4	5	9
(R7) The farm or property owners	1	2	3	4	5	9
(R8) The property owner	1	2	3	4	5	9
^(R9) The site manager	1	2	3	4	5	9
(R10) The forest owner	1	2	3	4	5	9
(R11) The business owner	1	2	3	4	5	9
^(R13) Industry bodies (e.g)	1	2	3	4	5	9
(R14) Companies in the industry (e.g)	1	2	3	4	5	9

SEGMENTATION Q48

<u>Ask all</u> Randomise statements

Only show code 12 IF Q1 = 2 / 3 / OR 4

How strongly do you agree or disagree with each of the following statements?

There are no right or wrong answers, it is just your honest opinion we are interested in. [SA] PROBE Please select one response for each statement Remember your answers are confidential and you will not be identified

	1 Strongly disagree	2	3	4	5 Strongly agree	Doesn't apply
(R1)I always keep an eye out for health and safety hazards at work	. 1	2	3	4	5	7
WORKERS-16 WorkSafe Worker	rs Survey 201	6 V1 (3 Oct	ober, 2016)	Page 17 of	f 34	

(R2) I get huge satisfaction from knowing we have a safe working environment						
	1	2	3	4	5	7
(R3) I really only follow the health and						<u> </u>
safety rules because I have to	1	2	3	4	2	7
(R4) The main reason I do health and safety is so I don't get into trouble	1	2	3	4	5	7
(R5) When you are really busy it's easy	1	-		-		, í
to forget about health and safety	1	2	3	4	5	7
(R6) Health and safety is important but						
it's not always realistic to follow						
every rule and guideline	1	2	3	4	5	7
(R/) I get annoyed that there are so						
safe is my own business	1	2	3	4	5	7
(R8) Health and safety can be a waste of	-	-				
money because it won't stop all						
accidents happening	1	2	3	4	5	7
(R9) I have the tools and equipment I						_
need to do my job safely	1	2	3	4	2	7
(K10) I am told everything I need to know	1	2	2	4	5	7
(R11) Lalways have a say in decisions that	1	-		-		, í
affect my health and safety	1	2	3	4	5	7
(R12) I would feel confident about						
approaching the boss/site						
supervisor on the site I am working						
on now about a health and safety	1	2	3	4	5	7
(R13) Lalways tell my co-workers if they	-	<u> </u>		-		, í
aren't working safely	1	2	3	4	5	7

Q49 RESPONSIVE DIALOGUE ATTRIBUTES

Only ask if code 1 or 2 selected at Q2 (Workers only not self-employed or employers)

Randomize statements

Only show code 11 if code 1 (Agriculture) selected at Q1

To what extent do you agree or disagree with each of the following statements?

There are no right or wrong answers, it is just your honest opinion we are interested in.

[SA]

PROBE Please select one response for each statement Your answers are confidential and you will not be identified

Show if Q1=2 (Construction respondents only): Your boss is the person you report to whether they are on site with you or not

	1 Strongly disagree	2	3	4	5 Strongly agree	Don't know	Not Applicable
 (R1) My boss and the workers work together to make sure everyone is safe at work (R2) My boss encourages us to speak up if we feel something 	01 01	02 02	03 03	04	05 05	09	10 10

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 18 of 34

is unsafe							
 (R3) My boss encourages us to come up with ideas for how to make our work safer	01	02	03	04	05	09	10
is always trying to improve safety	01	02	03	04	05	09	10
(R5) I would worry I would get into trouble if I told my boss I had a near miss	01	02	03	04	05	09	10
me if I suggested we stop work because of a possible hazard	01	02	03	04	05	09	10
(R7) My boss praises or rewards workers who act safely	01	02	03	04	05	09	10
concerned about the health and safety of the workers	01	02	03	04	05	09	10
(K9) My boss sometimes seems more interested in getting the job done or making a profit than in safety	01	02	03	04	05	09	10
(R10) My boss sometimes says nothing when he/she sees a worker taking a shortcut or risk.	01	02	03	04	05	09	10
(R11) My boss makes sure that family members working in the business on the farm have the knowledge and skills to keep							
themselves safe (R12) My boss always shares	01	02	03	04	05	09	10
relevant health and safety information and updates with workers	01	02	03	04	05	09	10
(R13) My boss always gives workers health and safety information	01	02	02	04	05		10
(R14) When my boss makes decisions about workplace health and safety, workers are	01	02	05	04	05	09	10
always told now their views have been considered	01	02	03	04	05	09	10
(R15)	01	02	03	04	05	09	10

Q51 CONFIDENCE ABOUT KNOWLEDGE AND SKILLS

<u>Ask all</u>

Randomize statements How confident are you [SA] PROBE Please select one response for each statement

	1 Not at all confident	2	3	4	5 Very confident	Doesn't apply
(R2) That you know how to report a hazard, near miss or accident to workmates and to management	1	2	3	4	5	7
(R3) That you have the knowledge and skills to keep safe at work	1	2	3	4	5	7

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 19 of 34

(R4) That you have the knowledge and skills to make sure you don't get long-term health problems from your work	1	2	3	4	5	7
(R5) That you are fully aware of what your legal responsibilities are as a worker, in terms of workplace health and safety	1	2	3	4	5	7
(R6) That you are fully aware of what your rights are as a worker, in terms of workplace health and safety	1	2	3	4	5	7

<u>Show on same page as Q52</u> SECTION E: Actions taken at your workplace

These next questions are about things that might or might not happen at your workplace. Remember you or your workplace will not be identified.

Q52 H&S RESPONSIVE DIALOGUE/FORMAL PROCESSES AT WORK

<u>Ask all</u> Randomize statements Show code 9 (Don't know) before code 7 (Doesn't apply) How often would you say each of the following happens in your workplace? [SA] PROBE Please select one response for each statement

	1 Never	2 Less than half the time	3 About half the time	4 Most of the time	5 Always	Doesn't apply	Don't know
 (R1) Workers report hazards, near misses and accidents to bosses / supervisors (R4) Things that put health and safety at risk (such as hazards, near misses and accidents) are discussed in an open and 	1	2	3	4	5	7	9
helpful way	1	2	3	4	5	7	9

FREQUENCY WITH WHICH POSITIVE H&S BEHAVIOURS OCCUR IN THE WORKPLACE Q53

<u>Ask all</u> <u>Randomize statements</u> <u>Show code 9 (Don't know) before code 7 (Doesn't apply)</u> How often does each of the following happen in your workplace?

[SA] PROBE Please select one response for each statement

	1 Never	2 Less than half the time	3 About half the time	4 Most of the time	5 Always	Doesn't apply	Don't know
(R1) Personal protective equipment							
is used when it should be (e.g. ear, eye or head protection)	1	2	3	4	5	7	9
(R2) Machinery and equipment is well maintained	1	2	3	4	5	7	9
(R3) Machinery and equipment is fully checked before it is used	1	2	3	4	5	7	9
(R4) Action is taken straight away when a potential hazard is	1	2	3	4	5	7	9

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 20 of 34

(R5) Safety devices are fitted to machinery and equipment		
(R) Safety devices are titled to machinery and equipment		
when they should be (e.g.		
safety guards on machinery) 1 2 3 4 5	7	9
Show section F title on same page as Q54 SECTION F: Advice and information		
These next questions are about where you might get advice or information about health	and safe	ty
Q54 PARTICIPATORY STRUCTURES	Code	Rout
Ask all Randomize statements		
Show codes 8 and 9 after code 2 Show code 98 above 97		
[MA]		
PROBE Please select all that apply		
Regular health and safety meetings	01	
Health and safety is included as a regular team / group meeting item	02	
There is a health and safety committee in our workplace	04	
Our workplace has a noticeboard, a website or another area where there is good up-to-date information about health and safety	05	
Formal safety audits are carried out regularly	06	
I have been given a health and safety mentor - a person I work with that has experience and that I trust to give me good health and safety advice	07	
We have an elected health and safety representative	08	
We have a health and safety champion	09	
None of these	97	
Other ways to discuss or give feedback on health and safety in your workplace	5,	
(please specify)	98	
Don't know	99	
Q55 LAST TIME HAD TRAINING	Code	Rout
Ask all		
vonen was the last time you had some formal training on health and safety (e.g. did a course, online training, induction training)? This does not include a first aid		
course.		
ISAJ PROBE Please select one response only		
Do not include first aid courses		
In the last six months	1	
6 - 12 months ago	2	
13 months - 3 years ago	3	
More than 3 years ago	4	

	I've never had formal training	5	
Q99	EXPOSURE TO DUST	Code	Route
	Ask Manufacturing and Construction only (Q1 = 2 OR 4)		
	If Construction use this wording: Are you ever exposed to dust from construction and demolition activities?		
	If Manufacturing use this wording: Are you ever exposed to dust in your day-to-day work?[SA]		
	Yes, most of the time	1	
	Yes, some of the time	2	
	No	3	
Q100	HOW TO PROTECT OR REDUCE DUST RISKS	Code	Route
	<u>ASK IF Q99 = 1 OR 2</u>		
	<u>R9 wording for (e.g.):</u>		
	If Construction use this wording: (e.g. reducing the need to cut concrete on site)		
	If Manufacturing use this wording: (e.g. using auto feeders and enclosed hoppers/mixing vessels; using pellets rather than powders)		
	Which if any of the following does your employer usually use to protect or reduce the risks to workers' health from dust? [MA] PROBE Please select all that apply		
	Wet methods (e.g. tools fitted with water suppression)	01	
	Dust masks	02	
	Respirators	03	
	General mechanical ventilation/extraction system for indoor spaces	04	
	Warning signs to show where work involving dust is taking place Extracting dust at source (e.g. local exhaust ventilation (LEV) fitted to a cutting tool)	05	
		06	
	Damping down dust before sweeping	07	
	Vacuum cleaning rather than sweeping	08	
	Designing the work to remove the amount of dust created (e.g.)	09	
	Other methods (please specify)	98	
	None of these	99	
Q101	HEALTH CHECKS TO WORKERS WHO ARE EXPOSED TO DUST	Code	Route
	Ask Manufacturing and Construction only (Q1 = 2 OR 4)		
	In the last 12 months did your employer offer health checks (e.g. lung function tests) to workers who are exposed to dust? [SA]		

	N-a		
	Yes	1	
	No	2	
	Don't know	3	
Q118	DUST EXPOSURE - HEALTH CHECKS TAKEN UP	Code	Ro
	ASK IF Q1=2 OR 4 (Manufacturing and Construction only) AND Q101 = 1 (Exposed)		
	And did you personally have one of these health checks? [SA]		
	Yes	01	
	No	02	
	Don't know/Can't remember	99	
0103		Cada	
Q102	EXPOSURE TO SOLVENTS	Code	RO
	Ask Manufacturing and Construction only (Q1 = 2 OR 4) Are you ever exposed to organic solvents (e.g. cleaning solvents or those found in paints, glues, resins or thinners) in your day to day work? [SA]		
	Yes, most of the time	1	
	Yes, some of the time	2	
	No	3	
Q103	PROTECT OR REDUCE RISKS FROM SOLVENTS	Code	Ro
	ASK IF Q102 = 1 OR 2 Which if any of the following does your employer usually use to protect or reduce the risks to workers' health from solvents?[MA] PROBE Please select all that apply		
	Pospirators	01	
	Ventilation/extraction system for areas where workers are exposed (e.g. local exhaust ventilation (LEV))	02	
	General workplace ventilation system	03	
	Good housekeeping (e.g. disposing of rags used for cleaning/degreasing)	04	
	Installing warning signs to show where work involving solvents is taking place	05	
	Gloves to prevent skin contact	06	
	Use of non-solvent cleaners for hand washing	07	
	Remove the need to use solvents by changing the process	08	
	Use a less hazardous substance in place of organic solvents (such as water-based solvents) Use a work method that reduces the risk of exposure to airborne solvents (e.g.	09	
	avoid spraying solvents)	10	
	Seal solvent containers when not in use	11	
	Dispose of solvent-soaked rags in bins with a close fitting lid	12	
	Other methods (please specify)	99	1

	None of these	99	
Q104	OFFER HEALTH CHECKS TO WORKERS EXPOSED TO SOLVENTS	Code	Route
	Ask Manufacturing and Construction only (Q1 = 2 OR 4)		
	In the last 12 months did your employer offer health checks (e.g. blood or urine tests or an assessment with an occupational health nurse) to workers who are exposed to solvents? [SA]		
	Yes	1	
	No	2	
	Don't know	3	
Q119	SOLVENT EXPOSURE - HEALTH CHECKS TAKEN UP	Code	Route
	ASK IF Q1 = 2 OR 4 (Manufacturing and Construction only) AND Q102 = 1 (exposed to solvents)		
	And did you personally have one of these health checks?[SA]		
	Yes	01	
	No	02	
	Don't know/Can't remember	99	
Q56	SOURCE OF ADVICE	Code	Route
	<u>Ask all</u> Codes 97 and 99 = single code Display order 98, 99, 97		
	Randomize codes		
	At code 2 show: (e.g. Federated Farmers, Beef + Lamb New Zealand, Dairy NZ) only if Q1 =1 (Agriculture) (e.g. Master Builders, Master Plumbers) only if Q1 =2 (Construction) (e.g. New Zealand Forest Owners Association, FICA, Farm Forestry Association) only if Q1 _ =3 (Forestry) (e.g. Employers and Manufacturers Association, Business NZ, NZ Manufacturers and Exporters Association, Meat Industry Association) only if Q1 =4 (Manufacturing) (e.g. Real Estate Agents Authority, Marketing Association, NZ Medical Association, NZ Retailers Association, etc) only if Q1 =6 (Other Sector)		
	<u>At code 4 show:</u> (e.g. Farmlands, Wrightsons) only if Q1 <u>=1 (Agriculture)</u> (e.g. Mitre 10, Placemakers) only if Q1 <u>=2 (Construction)</u> (e.g. GoughCAT, NZ Safety, Stihl) only if Q1 <u>=3 (Forestry)</u> (e.g. NZ Safety, Crown Lift Trucks, Pilz) only if Q1_=4 (Manufacturing)		
	Show code 6 only if Q1 = 2 (Construction)		
	Show code 15 only if Q1 = 1 or 3 (Agriculture or Forestry)		

	If you need advice in the next few weeks about something to do with health and safety, who would you go to 2 [SA]		
	PROBE Please select all that apply		
	A union / a union correspondative	01	
	An industry expansion (e.g.,)	02	
	A Concernent and the start of Markov (e.g)	02	
	A Government agency other than workSate NZ (e.g. ACC)	03	
	A trade supplier (e.g)	04	
	My accountant or my lawyer	05	
	SiteSate	06	
	A friend who works in the same industry	07	
	My boss	08	
	Someone in management (other than my boss)	09	
	The health and safety rep at my workplace	10	
	My mentor / someone I work with that I trust	11	
	Citizen's Advice Bureau or Community Law Office	12	
	WorkSafe NZ	13	
	Internet /Google	14	
	Safetree	15	
	Business.govt.nz	16	
	I wouldn't go to anyone	97	
	Other (please specify)	98	
	I don't really know who I would go to	99	
Q58	SAFER FARMS PROGRAMME	Code	Route
	Ask if Q1 =1 (Agriculture) Recently, the Safer Farms programme started. [Insert image]		
	This programme aims to reduce the number of people being hurt and killed on farms by connecting with farmers and the rural community, and providing information and safety advice.		
	Have you seen or heard anything from this programme? [SA]		
	Yes I definitely have	1	
	Yes I think so	2	
	Not sure whether I have seen it or not	3	
	No I haven't seen it	4	
Q105	WHERE SEE/HEAR SAFER FARMS PROGRAMME	Code	Route
	<u>ASK IF Q58 = 1 OR 2</u> Where did you see or hear of this programme? [MA] PROBE Please select all that apply		
	WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 25 of 34		

Television 01 Radio 02 Billboard... 03 04 Newspaper Magazine 05 06 Poster Online advertising 07 On a website 08 It was discussed at work 09 Brochure/ pamphlet/ information sheet 10 -----Trade event /conference 11 Public meeting / roadshow 12 National Fieldays 13 Industry training organisation (ITO) 14 -----Farming organisation (Federated Farmers, Dairy NZ) 15 Other organisation (e.g. FMG, OSPRI) _____ 16 WorkSafe NZ staff 17 98 Other (please specify) 99 Don't know O107 RESULT OF SEEING SAFER FARMS PROGRAMME Code Route ASK IF Q58 = 1 OR 2 (Seen or think they've seen) <u>Show code 13 after code 1</u> What happened as a result of seeing the programme?[MA] PROBE Please select all that apply I visited the Safer Farms website 01 I read or downloaded some Safer Farms guides or resources 02 I picked up copies of Safer Farms guides or resources (e.g. at meetings, Fieldays) 03 I spoke to one of WorkSafe NZ's staff about it 04 _____ I called WorkSafe NZ's general 0800 number for more information 05 I read or downloaded safety information from other websites (e.g. ACC, FMG) 06 We have new rules around safety on the farm 07 We have talked about safety more often with people who work on or visit the farm 08 I make sure that I use the right equipment for the job 09 10 I/we use a routine maintenance checklist for equipment I have been on a health and safety training course 11

WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 26 of 34

	I intend to make changes to the way I work	12	
	I visited the WorkSafe website	13	
	I have not done anything differently because I was already doing it all	96	
	I have not done anything differently because it is too hard or costs too much	97	
	Other (please specify)	98	
Q108	HOW DID IT HELP YOU?	Code	Route
	<u>ASK IF Q58 = 1 OR 2</u> How, if at all, has the information from the Safer Farms programme helped you? [MA] PROBE Please select all that apply		
	I know more about what I need to do about health and safety on the farm/at work		
	I know more about who I need to talk to about health and safety on the farm/at	01	
	work	02	
	I am better at identifying hazards and risks on the farm/at work	03	
	I can better manage hazards and risks on the farm/at work	04	
	None of these	98	
<u>Show se</u> SECTION	<u>ction G title on same page as 70</u> NG: About WorkSafe NZ		
Q70	<u>ASK ALL</u>	Code	Route

If select code 1 or 2 or 9 skip to Q73 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand?		
[SA]		
Never heard of them before this survey	1	Q73
Have heard of them but don't know anything about them	2	Q73
I know a little bit about them	3	
I know quite a lot about them	4	
I know a lot about them	5	
Not sure	9	

Q120 PERCEPTIONS, TRUST AND CONFIDENCE

ASK IF Q70=3, 4, 5 (knew at least a little about WorkSafe)

To what extent do you agree or disagree that WorkSafe...

[SA] PROBE Please select one response for each statement

(R1) Helps workers in your industry 01 02 03 04 05 9 WORKERS-16 Worksafe Workers Survey 2016 V1 (3 October, 2016) Page 27 of 34	[Strongly disagree	2	3	4	Strongly agree	Don't know
WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 27 of 34	^(R1) Helps workers in your industry	01	02	03	04	05	99

	understand the health and safety						
(R)	issues and risks they face						
(to be safe at work	01	02	03	04	05	99
(R.	3) Is doing a good job helping workers to be healthy at work	01	02	03	04	05	99
(R-	4) Is making a real difference to						
	Zealand	01	02	03	04	05	99
(R.	⁵⁾ Is a trustworthy organisation	01	02	03	04	05	99
(Re	6) Is an organisation I can have confidence in	01	02	03	04	05	99
	15.070 0.5						
Q72	IF Q/0 = 3-5 Display code 98 before code 11					Code	Route
	In the last 12 months, in which of the	e following	ways have	you had cor	ntact with		
	worksale NZ or heard about them?						
	[MA] PROBE Please select all that appl	v					
		,					
	I visited their website					01	
	I have phoned them for advice or inf	formation				02	
	I have seen materials or information	produced	by WorkSaf	ie NZ		03	
	During National Fieldays					04	
	An inspector has visited my workpla	ce				05	
	At a trade event or other event					06	
	At a workshop or roadshow organise	ed by Work	Safe NZ			07	
	Through media reports on WorkSafe	e NZ (e.g. r	adio, TV, ne	ewspapers)		08	
	Through my workmates/colleagues					09	
	As a result of WorkSafe NZ's advert	ising about	t being healt	thy and safe	e at work	10	
	Have not had any contact with Work	Safe NZ				11	
	Other (please specify)					98	
Q121	ASK If Q72=01					Code	Route
	IF Q1=1, 3 (Agriculture or Forestr	y): (e.g. Sa	ifer Farms i	map showi	ng risks on	<u> </u>	
	IF Q1=2, 4, 6 (Construction, Manu	facturing of	or 'Other' s	ector): (e.g	. Animated		
	floorplans for managing risk)						
	What, if anything, did you do while o PROBE Please select all that appl	or after visit I y	ing the web	site? [MA]			
	I downloaded a document/s to read	or save (e	.g. PDF's, s	tatistics)		01	
	I printed a document/s (e.g. PDF's,	statistics)				02	
	I completed an online form/s (e.g. or	nline notific	ation form,	application	for licence)	03	
	I used a template/s (e.g. Hazard ide	ntification t	emplate, Fir	rst Aid Regi	ster templat	e) 04	
	WORKERS-16 WorkSafe Worker	s Survey 20	16 V1 (3 Oct	ober 2016)	Page 28 of	34	'

I watched/downloaded a video (e.g. Steve and the Yappers)	
I used one of the online interactive tools (e.g)	
I did a quiz (e.g. about the Health and Safety at Work Act)	
I read a case study about how businesses manage health and safety	
I subscribed to get updates I connected to WorkSafe on social media (e.g. Facebook, LinkedIn, Twitter, YouTube)	
I shared some information via social media	
I asked for information under the Official Information Act or Privacy Act	12
I made a complaint about WorkSafe	13
l phoned WorkSafe's 0800 number I sent WorkSafe an email (e.g. sent an email to info@worksafe.govt.nz <mailto info@worksafe.govt.nz?subject="General%20enguirv%20from%20Wor</td"><td> 14 rkSaf</td></mailto>	14 rkSaf
e%20website>)	
I contacted someone at a WorkSafe office	16
Other (please specify)	

Q73 ASK ALL

	Very unlikely	2	3	4	Very likely	Don't know
(R1) How likely do you think it is that a WorkSafe NZinspector will visit your						
workplace in the next 12 months?	1	2	3	4	5	9

Q74

 $\underline{\mbox{ASK ALL}}$ Did you know that you can contact WorkSafe NZ ...[SA]

[Yes		No
^(R1) To make a complaint about health and safety	1		2
^(R2) To get information or advice on health and safety	1		2
(R3) To ask for an inspector to visit a workplace if you thought it was unsafe	1		2
^(R4) Through a toll-free 0800 phone number	1		2
Q112 ASK ALL		ode	Route
AT CODE=14 INSERT: IF Q1=1, 3 (Agriculture or Forestry): (e.g. Safer Farms map showing ris farms and how to manage them) IF Q1=2, 4, 6 (Construction, Manufacturing or 'Other' sector): (e.g. Anir floorplans for managing risk)	sks on nated		
<u>Please show code 98 before code 97</u> From the list below, which types of information would you find most useful for communicating health and safety messages? [SA] PROBE Please read through all options then select up to five types	or		
Paper booklets/brochures		01	
Posters		02	
WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page	29 of 34		

Ack all	Code	
Other (please specify)	98	
None of the above	97	
Online interactive tools (e.g)	14	
Unline quizzes (e.g. about the Health and Safety at Work Act)	13	
Case studies about now pusinesses manage health and safety	12	
	11	
Pocket cards	11	
Information sheets in a variety of languages	10	
rextreminders (e.g. weekly reminders, alerts when new information comes out)	09	
Graphic stories (e.g. comic strips, cartoons)	08	
Scripts for one-on-one or group talks (e.g. toolbox/tailgate talks)	07	
Online training courses/learning modules	06	
Videos (e.g. for inductions)	05	
YouTube clips	04	
Mobile Apps	03	
	1 1	1

Ask all Thinking about all the things covered in this survey, what could make the most difference to improve worker health and safety in your industry? [SA] PROBE Please be as detailed as possible	Code	Route
	. 1	
No comment	2	

<u>Show on same page as Q85</u> SECTION H: About you

Q84

Lastly, a few questions about you. This is so we can compare the opinions of different groups of people who work in your industry.

Q85	<u>Ask all</u> Are you [SA]	Code	Route
	Male	1	
	Female	2	
Q 87	Ask all What is the highest qualification that you have?[SA]	Code	Route
	No qualification	1	
	NCEA level 1 or School Certificate	2	
	NCEA level 2 or Sixth Form Certificate	3	
	NCEA level 3 or University Entrance bursary or scholarship	4	
	Level 4, 5 or 6 - a trade or polytechnic qualification	5	
	A bachelor's degree	6	
	WORKERS-16 WorkSafe Workers Survey 2016 V1 (3 October, 2016) Page 30 of 34		

	Posigraduate degree / dipioma / certificate or higher (e.g. Masters, Doctorate)	7	
	Other (please specify)	8	
Q88	<u>Ask all</u> <u>Code 99= single response</u> <u>Code 2 and 4: Add macron over a in Maori</u> Which ethnic group or groups do you belong to?[MA] PROBE Please select all that apply to you	Code	Route
	New Zealand European	01	
	Maori	02	
	Samoan	03	
	Cook Island Maori	04	
	Tongan	05	
	Niuean	06	
	Chinese	07	
	Indian	08	
	Other (please specify, such as Dutch, Japanese, Tokelauan)	98	
	Prefer not to say	99	
Q89	<u>Ask all</u>	Code	Route
	What region or regions do you mostly work in?[MA] PROBE Select all that apply		
	Northland	01	
	Auckland	02	
	Waikato	03	
	Bay of Plenty	04	
	Gisborne	05	
	Hawkes Bay	06	
	Taranaki	07	
	Manawatu-Whanganui	08	
	Wellington-Wairarapa	09	
	Tasman	10	
	Nelson	11	
	Marlborough	12	
	West Coast	13	
	Canterbury	14	
	Otago	15	
	Southland	16	
0113	ASK ALL	Code	Route

	Allow respondent to skip question if necessary		
	Were you born in New Zealand?[SA]		
	Yes	1	
	No	2	
Q9 7	<u>ASK IF Q113 = 2</u>	Code	Rout
	Allow respondent to skip question if necessary When did you first arrive to live in New Zealand? [SA]		
	In the last five years	1	
	More than five years ago	2	
Q98	ASK ALL How many separate sites or branches does the business you work for have in New Zealand? (Note: this is not sites the business is working on like building sites, but sites the business owns or leases). Wording for AG only	Code	Rout
	How many properties does the business you work for own or lease in New Zealand? [SA]		
	One only	1	
	2-3	2	
	4 or more	3	
Q94	Allow to move on without answering <u>Please add a 'no comment' tick box</u> And finally, do you have any other comments about workplace health and safety that y chance to say in the survey?	you have i	not had
Q95	Ask all Wording for those who are code 1-4 and 6 at Q1 It is likely that more in-depth research will be commissioned by WorkSafe NZ in the	Code	Rou

n

96

	other future related research?		
	Please be assured your contact details will only be used for future WorkSafe NZ research. Your responses will remain confidential and will be aggregated with others. They will not be disclosed in a manner that could identify you to WorkSafe NZ or any other organisation.		
	PROBE Please note: providing your contact details does not put you under any obligation to participate.		
	Yes	1	
	No	. 2	
Q114	Would you like to go into the prize draw to win your choice of either an iPad Air 2, \$500 Prezzy Card or a \$500 donation to a registered charity of your choice? [SA]	Code	Route
		1	
096	DO NOT ASK 096 IF 095 = 2 AND 0114 = 2		
	<u>Two wording options depending on response to</u> Q95_ <u>Hyperlink terms and conditions</u>		
	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact to the second se	you if you a	are the
	Weight in the second	you if you a	are the of the priz
	Wording of Q95 = 1 AND Q114 =1 Please make Name and Phone Number Compulsory and Email optional Wording if Q95 = 1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact y winner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw.	you if you a	are the
	Weight for the set of th	you if you a	are the
	Weight and the second secon	you if you a	are the
(R1	Weight for the second stress of the secon	you if you a ne winner o	are the
(R1	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact winner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are th draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required)	you if you a he winner o	are the
(R1	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact you inner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here DName (required)	you if you a ne winner o	are the
(R1	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact to winner of the prize draw. Wording if Q95=2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required)	you if you a ne winner o	are the
(R1	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact you inner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required)	you if you a ne winner o	are the
(R1 (R2	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact you inner of the prize draw. Wording if Q95=2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required)	you if you a ne winner d	are the
(R1 (R2	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114=1 Please provide your contact details below. These details will also be used to contact you inner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required)	you if you a ne winner o	are the
(R1 (R2	Two wording options depending on response to Q95_ Hyperlink terms and conditions Please make Name and Phone Number Compulsory and Email optional Wording if Q95=1 AND Q114 =1 Please provide your contact details below. These details will also be used to contact winner of the prize draw. Wording if Q95 = 2 AND Q114 =1 or if answered Q4 Please fill in your contact details below so that we are able to contact you if you are the draw. Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here Name (required) Phone number (required)	you if you a ne winner d	are the

n

97

n

EMPLOYERS SURVEY

nielsen

Study ID	EMPLOYER- 16	Resp. No.	
Interviewer No.		Interview Length	
No. Of Queries		Reference No.	

INDUSTRY Q1

INDUSTRY	Code	Route
Please do not show this question to respondents		
Agriculture	1	
Construction	2	
Forestry	3	
Manufacturing	4	
Other	6	

<u>Ask all</u>

Use this text in place of standard intro page Hyperlink www.acnonline.com/worksafe Hyperlink to privacy statement

Thank you for agreeing to take part in this important survey. Your answers will be confidential, and results will not be reported in a way that will allow you or your company to be identified.

Please consider your answers carefully as it is not possible to return to previous questions as you progress through the survey.

To begin, click on the button below. As you move through the survey, please use the buttons at the bottom of each screen. Do not use your browser buttons.

If you would like to pause the survey to return to it later, simply close the browser window and log back in at www.acnonline.com/worksafe to return.

If you would like to view our privacy statement, please click here. If you require assistance at any time during the survey, or would like to contact us, please click on the email image at the bottom of each screen.

By continuing with this survey, you are agreeing to take part.

Q2	RESPONSIBLE FOR STAFF	Code	Route
	Ask all Are you the person, or one of the people in your business, who is responsible for: [MA] PROBE Please select all that apply		
	Hiring or managing staff	1	
	Health and Safety	2	
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 1 of 34		

	Neither of the above (please pass on to the appropriate person in your business)	7	
Q3	NUMBER OF EMPLOYEES IN THE BUSINESS	Code	Route
	Ask all Firstly, just a few questions about workers and contractors in your business:		
	How many <u>employees</u> are employed in the business? Please include full-time and part-time employees but <u>do not include contractors or the business owners</u> . [SA] PROBE Please select one only		
	None	1	
	1-5	2	
	6-9	3	
	10-19	4	
	20-49	5	
	50-99	6	
	100 or more	7	
	Don't know	9	
Q4	NUMBER OF CONTRACTORS/TEMPS	Code	Route
	ASK ALL How many contractors, temps or freelance staff do you currently have working in your business? [SA]		
	None	1	
	1-5	2	
	6-9	3	
	10-19	4	
	20-49	5	
	50-99	6	
	100 or more	7	
	Don't know	9	
Q5	Ask those who select code 1 at Q3 AND code 1 at Q4_		
	After answering this direct to Q89 for Prize draw		
	Thank you very much for beginning this survey. This particular survey is for employers employ any workers or contract staff, we would still really like to hear your views and or perspective as a worker in your industry. If you enter your email address in the space send you a link to our other survey for workers.	s but, if you opinions fr provided v	u do not om your ve can
	PROBE Please note: providing your contact details does not put you under any participate.	obligatio	n to
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 2 of 34		

n

(R1) Name		
(R2) Email address		

Before you complete the rest of the survey, please read these two points:

We would like to reassure you that your responses are confidential. As an independent research agency we are bound by our industry's very stringent code of practice which guarantees confidentiality. Nothing that will identify you or your business will be reported. Your results will be grouped together with other businesses and presented in the form of statistics only. Therefore, please answer the questions honestly, knowing your responses will be completely anonymous.

When we refer to workers, please think about full-time and part-time employees and/or any contract staff working for your business.

Q6	NUMBER OF MIGRANT WORKERS	Code	Route	
	Ask all The next few questions are about migrant workers.			
	How many recent migrant workers does your business currently employ (please count both workers and contractors)? By a recent migrant we mean someone who was not born in New Zealand and who has arrived in New Zealand in the last five years.			
	[SA]			
	None	1		
	1-5	2		
	6-9	3		
	10-19	4		
	20 or more	5		
Q7	COUNTRIES MIGRANT WORKERS COME FROM	Code	Route	
	Ask if Q6 = codes 2-5 Please insert codes 17 and 18 into the list in alphabetical order And which countries have these migrant workers come from? [MA] PROBE Please select all that apply			
	Australia EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 3 of 34	01		

China..... 02 03 Cook Islands Fiji 04 Germany..... 05 India 06 Indonesia 07 Ireland 08 09 Korea..... Samoa 10 South America 11 Thailand 12 Tonga 13 UK (other than Ireland)..... 14 Ukraine 15 USA..... 16 South Africa 17 Philippines 18 Other (please specify)..... 98 INVOLVEMENT IN CANTERBURY REBUILD Code Route Ask if Construction only (Q1=2) Which of the following, if any, are relevant to your business? Please select all that apply: [MA] 1 We are directly involved in the Canterbury rebuild..... We have employed migrant workers to help with the Canterbury rebuild..... 2 We have employed New Zealand workers to help with the Canterbury rebuild 3 We are not based in Canterbury 4 5 We are based in Canterbury but are not directly involved in the rebuild..... CANTERBURY REBUILD SAFETY CHARTER - HEARD OF Q108 Code Route Ask if Construction only (Q1=2) Have you heard of the Canterbury Rebuild Safety Charter? [SA] No 01 02 Yes Yes, but it doesn't apply to me 03 Don't know 99 EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 4 of 34

Q8

Q109	CANTERBURY REBUILD SAFETY CHARTER - SIGNED UP TO	Code	Route
	ASK IF Q108=2		
	Has your business signed up to the Canterbury Rebuild Safety Charter? [SA]		
	Yes, we've signed up	01	
	No, we haven't signed up, but intend to	02	
	No, we haven't signed up and don't intend to	03	
	Don't know	99	

Show SECTION A heading with the next question SECTION A: About the work you do

This first section is mostly about the sort of work your business does and what is important to your business

Q10	AGRICULTURE SUB-SECTOR	Code	Route
	Agriculture only at Q1		
	Please do not show on screen the numbers shown after the text i.e. Dairy farm (016) should be shown on screen as Dairy farm Which of the following best describes your business? [MA] PROBE Please select all that apply		
	Dairy farm (016)	01	
	Sheep farm (014)	02	
	Beef farm (014)	03	
	Poultry farm (017)	04	
	Deer farm (018)	05	
	Farm with other livestock (e.g. pigs, alpaca) (019)	06	
	Nursery and floriculture production (011)	07	
	Mushroom and vegetable growing (012)	08	
	Fruit and tree nut growing (013)	09	
	Grain farming (014)	10	
	Other crop growing (015)	11	
	Shearing services (052)	12	
	Fencing services (052)	13	
	Machinery operating services (052)	14	
	Other agriculture support services (052) (please specify)	15	
	Other (please specify)	98	
Q11	<u>Ask if Q10 = code 1-6</u> Do you have any forest planted on your farm?[SA]	Code	Route
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 5 of 34		

Yes..... 1 2 No Q12 Construction only (Q1=2) Code Route Which of the following best describes your business?[MA] PROBE Please select all that apply 001 Building Roofing 002 003 Electrician Plumber 004 Other specialist trade e.g. gasfitter, steel erector 005 Working on utilities e.g. powerlines, water mains, sewerage, telecommunications... 006 General construction 007 Exterior cladding 008 Interior fitting 009 Finishing (e.g. painting and plastering) -----010 Foundation and ground preparation 011 Erection and assembly/scaffolding..... 012 Landscaping 013 Demolition 014 Asbestos removal 015 Excavations 016 Machine Operation 017 Working with mobile plant e.g. crane operators, excavators, elevated work platforms, concrete pumps, rollers, graders etc. 018 019 Construction Services e.g. hire equipment -----Other (please specify) 100 CONSTRUCTION JOB TYPE Q13 Code Route Construction only (Q1=2) Please do not show on screen the numbers shown after the text i.e. Land development and site preparation services (e.g. subdivision, development) (321) should be shown on screen as Land development and site preparation services (e.g. subdivision, development) Which of the following best describes the work that your business does?[MA] PROBE Please select all that apply Heavy and civil engineering construction (e.g. roads, bridges, dams, water tanks, radio / TV transmitting towers) (310) 1 Residential building construction (e.g. private houses, apartment buildings) (301) 2 EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 6 of 34

Non-residential building construction (e.g. commercial, industrial, office buildings) (302)	3	
Land development and site preparation services (e.g. subdivision, development)	4	
Building structure services (e.g. concreting, bricklaying, structural steel erection, roofing) (322)	5	
Building installation services (e.g. plumbing, electrical, air conditioning and heating, fire and security alarm installation) (323)	6	
Building completion services (e.g. plastering and ceiling, carpentry, tiling and carpeting, painting and decorating, glazing) (324)	7	
Other (please specify) (329)	8	
FORESTRY SUB-SECTOR	Code	Route
<u>Forestry only (Q1=3)</u> Which of the following best describes your business's day to day work?[MA] PROBE Please select all that apply		
Land management	01	
Tree planting	02	
Pruning	03	
Ground based harvesting	04	
Mechanised ground based harvesting	05	
Cable harvesting	06	
Hauler operation	07	
Thinning to waste	08	
Transport of logs	09	
Silviculture	10	
Road construction	11	
Tree felling	12	
Skid worker	13	
Other (please specify)	98	
SIZE OF FOREST <u>Forestry only (Q1=3)</u> What is the size of the area your business is currently harvesting?	Code	Route
[MA] PROBE Please select all that apply		
Very small (under 20 hectares)	1	
Small (20-200 hectares)	2	
Large (over 200 hectares)	3	
Don't know	9	
MANAGED BY CORPORATE FORESTRY	Code	Route
EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 7 of 34		

Forestry only (Q1=3) Is the forest/s your business currently works in managed by corporate forestry managers (e.g. PF Olsen, Rayonier)? [SA]		
Yes, all of them	. 1	
Yes, some of them	. 2	
No	. 3	
Don't know	. 9	
MANUFACTURING SUB-SECTOR Manufacturing only (Q1=4)	Code	F
<u>Please do not show on screen the numbers shown after the text</u> <u>i.e. Food products (11) should be shown on screen as Food products</u> Which of the following best describes the sector your business is in? [MA] PROBE Please select all that apply		
Food products (11)		
Wood and paper products (14 + 15)	02	
Beverage or tobacco products (12)		
Textile, leather, clothing or footwear (13)		
Petroleum and coal products (17)	. 05	
Chemical & associated products (includes plastics, pharmaceuticals, cleaning compounds, toiletries, paints, rubber) (18+ 19)		
Non-metallic mineral products (20)	. 07	
Transport equipment (includes motor vehicles and parts, ships and boat building, aircraft) (23)	08	
computer and electronic equipment, electrical equipment, domestic appliances) (24)	09	
Metal and metal products (both primary and fabricated metals (21+22)	. 10	
Printing (16)	. 11	
Furniture (25)	12	
Other (please specify)	98	
OTHER SUB-SECTOR	Code	
Other sector only (Q1=6) What kind of work does your business do? [MA] PROBE Please select all that apply		
Mining	. 01	
Electricity, gas, water and waste services		
Wholesale trade	03	
Retail trade	04	
Accommodation and food services	05	
	1	1

Information, media and telecommunications	. 07	
Financial and insurance services	. 08	
Rental, hiring and real estate services	. 09	
Professional, scientific and technical services	. 10	
Administrative support services	. 11	
Public administration and safety	. 12	
Education and training	. 13	
Health care and social assistance	. 14	
Arts and recreation services	. 15	
Other (please specify)	. 98	

022	TYPES OF LOCATIONS	Code	Route
	Other sector only (Q1=6) Which of the following types of locations do your employees or contractors mostly work in? [MA] PROBE Please select all that apply		
	An office	1	
	A health or educational facility	2	
	A hospitality location (e.g. hotel, restaurant)	3	
	A retail or wholesale outlet	4	
	In a vehicle (e.g. taxi driver, travelling salesperson)	5	
	Home-based business	6	
	Other (please specify)	8	

Q24	3 IMPORTANT BUSINESS CONSIDERATIONS	Code	Route
	Ask all Randomize codes Code 97 = single response Respondent may select maximum of three responses Do not show response option 2 for agriculture (Q1=1) Show response option 10 for agriculture only (Q1 = 1) From the list below, what three aspects are the most important considerations for your business right now? [MA] PROBE Please choose up to three		
	Being a respected and trusted business	01	
	Making sure there is enough work in the pipeline	02	
	Keeping workers healthy and safe while at work	03	
	Growing the business / improving the profitability of the business	04	
	Being a great place to work for all people in the business	05	
	Continually improving the business to maximise productivity	06	
	Ensuring the business complies with laws and regulations	07	
	Being an innovative business EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 9 of 34	08	

Being an environmentally-friendly business	09	
Looking after the health and welfare of the animals Succession planning/ planning who will take over if key people leave / retire / are	10	
unable to work	11	
Producing excellent products and/or services	13	
Attracting and retaining good workers	14	
None of the above	97	
Other (please specify)	98	

SECTION B: The industry your business is in

The next question is about the industry your business is in rather than about your own business

RISK OF INJURY CF. OTHER INDUSTRIES Q27 Ask all

How does the risk of people getting seriously hurt in <insert industry from Q1 > compare with other industries or types of work?

Wording if Q1 = 5

How does the risk of people getting seriously hurt in the fishing and aquaculture industry compare with other industries or types of work?

Wording if Q1 = 6

How does the risk of people getting seriously hurt in your industry compare with other industries or types of work?

[SA]

	Much lower	Lower	About the same	Higher	Much higher	Don't know
(R1) The risk in <insert from="" industry="" q1<="" td=""><td></td><td></td><td></td><td></td><td></td><td></td></insert>						
as per logic above> is	1	2	3	4	5	9

SECTION C: Events in your business

The next questions are about types of events that may or may not happen in your business.

Please remember your answers are confidential and anonymous. The results will help to understand employers' needs and practices around workplace health and safety.

FREQUENCY OF RISKY BEHAVIOURS IN WORKPLACE Q30

<u>Ask all</u> Randomize codes 1-11 and 13 Always show code 12 at end of list The next questions are about your particular business and not your industry in general.

How often does a worker in your business ... [SA]

Hardly From time A lot Don't Doesn't Never

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 10 of 34

(D1) Take a risk or short out on numero		ever	to time		know	apply
(e.g. to save time)	01	02	03	04	09	10
(R2) Work when sick or injured	01	02	03	04	09	10
(R3) Work when hung-over or stoned						
(R4)	01	02	03	04	09	10
(R5) Make a mistake because they have	01	02	03	04	09	10
been working too long or too hard						
without a break (R6) Do a risky job that they don't have	01	02	03	04	09	10
the right skills for	01	02	03	04	09	10
(R7) Make a mistake by being careless or not having their mind on the job	01	02	03	04	09	10
(R8) Make a mistake from being under						
pressure to get the job done (R9) Get put at risk because our	01	02	03	04	09	10
processes or ways of doing things						
are not that safe	01	02	03	04	09	10
proper supervision	01	02	03	04	09	10
(R11) Get put at risk by a machinery or equipment fault or breakdown						
	01	02	03	04	09	10
(R12) Get put at risk by something outside of their control (e.g. a freak						
accident)	01	02	03	04	09	10
(R13) Get put at risk by working in conditions when work should have						
been stopped (e.g. bad weather, not	01	02	03	04	00	10
enough people on the job)	01	02	03	04	09	10
Q106 ASK ALL					Code	Route
Only ask code 5 if Q1 = 2 and 4	Constructi	on and Ma	nufacturing	9)		
Show codes in this order:						
97 None						
98 Would rather not say						
In the last 12 months, which of the f	ollowing has	s been exp	erienced at	work by		
PROBE Please select all that have	anyone who works in your business (including employees and contractors)? [MA] PROBE Please select all that have occurred					
Short term breathing problems or in	ritation of th	no ainwave f	rom tempor	arv ovnosu	ro	
Snort-term breatning problems or irritation of the airways from temporary exposure to particles, fumes, smoke, sprays or other harmful substances					01	
to particles, fumes, smoke, sprays o	r other harr	nful substar	1ces			
to particles, fumes, smoke, sprays o Skin conditions (e.g. rashes, eczem	or other harr a, dermatitis	nful substar s)	nces		02	
to particles, fumes, smoke, sprays o Skin conditions (e.g. rashes, eczem A stress-related or mental illness	r other harr a, dermatitis	nful substar s)	nces		02	
to particles, fumes, smoke, sprays o Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation	or other harr a, dermatitis	nful substar s)			02 03 04	
to particles, fumes, smoke, sprays of Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation Exposure to asbestos (DO NOT SH Manufacturing only)	or other harr a, dermatitis OW IN QUE	nful substar s) ESTIONNAI	RE: Constr	uction &	02 03 04 05	
to particles, fumes, smoke, sprays of Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation Exposure to asbestos (DO NOT SH Manufacturing only) None of these	r other harr a, dermatitis OW IN QUE	nful substar s) ESTIONNAI	RE: Constr	uction &	02 03 04 05 97	
to particles, fumes, smoke, sprays of Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation Exposure to asbestos (DO NOT SH Manufacturing only) None of these Would rather not say	r other harr a, dermatitis OW IN QUE	nful substar s) ESTIONNAI	RE: Constr	uction &	02 03 04 05 97 98	
to particles, fumes, smoke, sprays of Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation Exposure to asbestos (DO NOT SH Manufacturing only) None of these Would rather not say	r other harr a, dermatitis OW IN QUE	nful substar s) ESTIONNAI	RE: Constr	uction &	02 03 04 05 97 98	
to particles, fumes, smoke, sprays of Skin conditions (e.g. rashes, eczem A stress-related or mental illness Sprain, strain or dislocation Exposure to asbestos (DO NOT SH Manufacturing only) None of these Would rather not say EMPLOYER-16 WorkSafe Employ	ers Survey 2	nful substar s) ESTIONNAI 016 v1 (3 Oc	IRE: Construction	uction & Page 11 of	02 03 04 05 97 98 34	
	Don't know		.			
----------	---	-----------------------	-------------------------			
O31	HEALTH PROBLEMS AT WORK		I			
	Ask all					
	<u>Q109a: Multiple response</u> Q109b: Single response					
	Show codes in this order: 97 None 99 Don't know 98 Would rather not say					
	Q109a: In the last 12 months, which of the following has happened to anyone while they were at work (including employees and contractors)?	who works in	your business			
	Q109b: And which of the following was the most recent incident?[SA] PROBE Q109a: Please select all that have occurred					
	Q109b: Please select the most recent incident only					
		In the last 12 months	Most recent incident			
(R	¹⁾ Permanent loss of hearing from exposure to noise	1	2			
(R (R	²⁾ Temporary, but serious loss of hearing from exposure to noise	1	2			
(R	substances	1	2			
(R	⁵ A here there there there there there are the there are the there the	1	2			
(R	A proken bone/fracture	1	2			
(R	An injuly irom clushing	1				
(R	A deep cut of wound that required stitches A body part amputated	1	2			
(R	⁹⁾ Burns requiring medical attention	1	2			
(R1	⁽⁾ Became unconscious as a result of physical injuny or lack of oxygen	1	2			
(R1	¹⁾ Serious bead or brain injury including concussion	1	2			
(R1	²⁾ Been hurt, or became sick and was put in hospital for more than 48 hours	1	2			
(R1	³⁾ A workplace accident resulting in death	1	2			
(R1	4) Other work related injury, disease or illness that has resulted in a permanent health problem (please specify).	1	2			
(R1	5) Other work related injury, disease or illness that resulted in serious temporary damage (please specify)	1	2			
(R9	D.,					
(R9	7 None of these	1	2			
(R9	³⁾ Don't know	1	2			
035	WHAT HAPPENED AFTER INCIDENT	Cod	de Route			
Q.J.J						

<u>Please show code 98 above 97</u> 98 = Other 97 = Nothing 99 = Don't know/can't remember 100 = Would rather not say		
Please show code 12 after code 1 What happened after the most recent incident when a person or people were seriously hurt at work?		
[MA] PROBE Please select all that apply		
We sought medical assistance	001	
It was written into an accident register	002	
The hazard, or cause of injury, was written into a hazard register Disciplinary action was taken, or a warning was given to the people who contributed to the accident happening	003	
We talked with workers about how to stop this type of incident happening again	005	
We changed the way something was done to stop it happening again	006	
Additional training was given to workers	007	
We carried out an internal investigation We were investigated by an external agency (e.g. WorkSafe New Zealand, MBIE, Maritime NZ, NZ, Police, Department of Labour)	008	
Lenal action was taken anainst us	010	
We were fined and / or prosecuted	011	
We filed an ACC claim	012	
Nothing	097	
Other (please specify)	098	
Don't know / can't remember	099	
Would rather not say	100	
NUMBER OF NEAR MISSES	Code	Rou
Ask all		
In the last 12 months, as far as you know, how many times has someone working in your business had a near miss where they could have been seriously hurt at work? [SA]		
None	01	
1	02	
2-3	03	
4-5	04	
6-10	05	

Q36

n

	1	I
11-20	06	
More than 20	07	
Don't know	09	
Would rather not say	10	
WHAT HAPPENED AFTER NEAR MISS	Code	F
<u>Ask if Q36= codes 2-7</u>		
Please show code 98 above 97 What happened after the most recent near miss at work? [MA] PROBE Please select all that apply		
We sought medical assistance	001	
It was written into a near miss or accident register	002	
The hazard, or cause of near miss, was written into a hazard register Disciplinary action was taken, or a warning was given to the people who	003	
contributed to the accident happening	004	
We talked about how to stop this type of incident happening again	005	
The business changed the way something was done to stop it happening again	006	
Additional training was given to workers	007	
We carried out an internal investigation		
Nothing	097	
Other (please specify)	098	
Don't know / can't remember	099	
Would rather not say	100	
WHAT HAPPENED AFTER NOTICING NEW HAZARD	Code	F
Ask all		
Code 1 and 2 and 10 = single response What happened the last time you noticed a new hazard at your business? [MA] PROBE Please select all that apply		
We haven't noticed any new hazards recently		
Nothing was done	02	
Action was taken immediately (e.g. put up a hazard sign, stopped work, fixed or removed the hazard, alerted others)	03	
We changed our processes to eliminate, isolate or minimize the hazard	04	
	05	
	1	1
Other (please specify)	08	1

<u>Ask all</u>

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 14 of 34

	5 Very	Don't kn
(R1) How would you rate the risk that one	nigrifisk	
of your workers in your business		
next 12 months? 1 2 3 4	5	9
Q41 SIGNIFICANT CHANGES TO H&S PRACTICES (NSE Q)	Code	Route
Ask all In the last 12 months, has your business made any significant changes to its hea and safety systems or practices? [SA]	th	
Yes	01	
No	02	
Don't know	08	
Would rather not say	10	
Q42 WHAT CHANGE WAS IN RESPONSE TO? (NSE Q)	Code	Route
<u>Ask if</u> Q41 <u>=1</u>		
Code 97, 99, 100 = single response options		
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply	e	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident	e 001	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss	e 001 002	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector	e 001 002 003	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A prosecution or other enforcement action	e 001 002 003 004	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice	e 001 002 003 004 005	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety	e 001 002 003 004 005 006	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety Learning more about best practice through information or education	e 001 002 003 004 005 006 007	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety Learning more about best practice through information or education A health and safety issue/problem raised by one of my workers	e 001 002 003 004 005 006 007 008	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety Learning more about best practice through information or education A health and safety issue/problem raised by one of my workers A change one of my workers suggested to improve workplace health and safety	e 001 002 003 004 005 006 007 008 009	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety Learning more about best practice through information or education A health and safety issue/problem raised by one of my workers A change one of my workers suggested to improve workplace health and safety Didn't make any significant changes	e 001 002 003 004 005 006 007 008 009 097	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident	e 001 002 003 004 005 006 007 008 009 097 098	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident A near miss A workplace inspection by a health and safety inspector A workplace inspection by a health and safety inspector A prosecution or other enforcement action Improvements in industry practice On-going improvements to your workplace health and safety Learning more about best practice through information or education A health and safety issue/problem raised by one of my workers A change one of my workers suggested to improve workplace health and safety Didn't make any significant changes Any other reason (please specify)	e 001 002 003 004 005 006 007 008 009 099 098 099	
the last 12 months, why did the business make this change? Was this in respons to: [MA] PROBE Please select all that apply An accident	e 001 002 003 004 005 006 007 008 009 097 098 099 099 099	

∗ n

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 15 of 34

Randomize statements

Please answer the following questions based on your business's health and safety practices. To what extent do you agree or disagree with each of the following statements:

[SA] PROBE Please select one response for each statement

	1 Strongly disagree	2	3	4	5 Strongly agree
(R1) Formal safety audits at regular intervals are a normal part of our business	1	2	3	4	5
(R2) Everyone at this business values ongoing safety improvements in this business	1	2	3	4	5
(R3) This business considers safety at least as important as production and quality in the					
way work is done	1	2	3	4	5
(R4) Workers and supervisors have the information they need to work safely	1	2	3	4	5
(R5) Workers are always involved in decisions affecting their health and safety	1	2	3	4	5
(R6) Those in charge of safety have the authority to make the changes they have					
identified as necessary	1	2	3	4	5
(R7) Those who act safely receive positive recognition	1	2	3	4	5
(R8) Everyone has the tools and/or equipment					
they need to complete their work safely	1 1	2	3	4	2

RESPONSIBILITY FOR HEALTH AND SAFETY Q44

<u>Ask all</u>

Show code 7 only if Agriculture Show code 8 and 9 only if Construction Show code 10 only if Forestry Show code 11 only if Manufacturing and Other Sector

At code 13 show:

(e.g. Federated Farmers, Dairy NZ, Horticulture NZ) only if Agriculture (e.g. Master Builders, Master Plumbers) only if Construction (e.g. New Zealand Forest Owners Association, FICA, Farm Forestry Association) only if Forestry (e.g. Employers and Manufacturers Association, FICA, Faim Forestry Association) only if Forestry Association, Meat Industry Association) only if Manufacturing (e.g. Real Estate Agents Authority, Marketing Association, NZ Medical Association, NZ Retailers Association, etc) only if Other Sector At code 14 show:

(e.g. Fonterra, Alliance, FMG) only if Agriculture (e.g. Fletchers) only if Construction (e.g. Carter Holt Harvey, PF Olsen, Rayonier) only if Forestry (e.g. Fonterra, Carter Holt Harvey, Goodman Fielder) only if Manufacturing note to programmers - there is no example for 'Other Sector' at code 14

Randomise all codes

How much responsibility do you think each of the following groups should take for making sure workers

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 16 of 34

stay healthy and safe at work? [SA] PROBE Please select one response for each statement

	1 No	2	3	4	5 Very big	Don't know
	responsibli				responsibil	
	ty				ity	
(R1) The workers themselves	1	2	3	4	5	9
(R2) The immediate managers or supervisors of the workers	1	2	3	4	5	9
(R3) Senior management (e.g. Chief Executive, Board Members)	1	2	3	4	5	9
(R4) Workers' unions	1	2	3	4	5	9
(R5) The Government	1	2	3	4	5	9
(R6) Machinery and vehicle manufacturers that supply the business	1	2	3	4	5	9
(R7) The farm or property owners	1	2	3	4	5	9
(R8) The property owner	1	2	3	4	5	9
(R9) The site manager	1	2	3	4	5	9
(R10) The forest owner	1	2	3	4	5	9
(R11) The business owner	1	2	3	4	5	9
(R13) Industry bodies (e.g)	1	2	3	4	5	9
(R14) Companies in the industry (e.g)	1	2	3	4	5	9

Q46 ATTITUDE STATEMENTS (SEGMENTATION)

<u>Ask all</u> Randomise statements

To what extent do you agree or disagree with each of the following statements? There are no right or wrong answers, it is just your honest opinion we are interested in. [SA] PROBE Please select one response for each statement

	1 Strongly	2	3	4	5 Strongly
	disagree				agree
(R1) I always keep an eye out for health and safety hazards at work	. 1	2	3	4	5
(R2) We are highly motivated to comply with all health and safety regulations	1	2	3	4	5
(R3) I would feel personally responsible if someone in the business was seriously					
hurt, even if our business was not at fault .	1	2	3	4	5
(R4) The main reason we follow health and safety is so we don't get into trouble	1	2	3	4	5
(R5) When you are really busy, it's easy to forget about health and safety	1	2	3	4	5
(R6) Health and safety is important but it's not always realistic to follow every rule and guideline	1	2	3	4	5
(R7) I get annoyed that there are so many health		2			
and safety regulations - this is my business and I don't need to be told how to run it	. 1	2	3	4	5
because it won't stop all accidents	1	2	3	4	5

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 17 of 34



Q47 RESPONSIVE DIALOGUE ATTRIBUTES

<u>Ask all</u> Randomise statements

Only show R1 for Agriculture (Q1=1)

To what extent do you agree or disagree with each of the following statements? There are no right or wrong answers, it is just your honest opinion we are interested in. [SA] PROBE Please select one response for each statement

	1 Strongly	2	3	4	5 Strongly	Don't know
	disagree				agree	
(R1) We make sure family members working in the business on the farm have the knowledge and skills to						
(R2) Management and workers work in partnership to ensure everyone is	1	2	3	4	5	7
safe at work	1	2	3	4	5	7
workers to speak up if they feel something is unsafe	1	2	3	4	5	7
(R4) Our business encourages the workers to come up with new or better ways to do things that will make our work safer	1	2	3	4	5	7
(R5) Our business would totally support a worker who suggested work should be stopped because of a possible risk	1	2	3	4	5	7
(R6) Our business always shares relevant health and safety information and updates with our workers.	1	2	3	4	5	7
(R7) I am confident we always give our workers health and safety information that is easy to understand	1	2	3	4	5	7
(RS) Our business always lets workers know how we have considered their views when decisions are made	-	-	-		-	,
about workplace health and safety (R9) I am confident our workers always toll a converter if they area't working	1	2	3	4	5	7
safely (e.g. not wearing PPE)	1	2	3	4	5	7

Q48 AWARENESS OF LEGAL OBLIGATIONS AND COMPLIANCE AS EMPLOYERS

<u>Ask all</u>

How confident do you feel that ...[SA] PROBE Please select one response for each statement

1 Not at all	2	3	4	5 Very
confident				confident

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 18 of 34

(R1) You are fully aware of your health and safety obligations as an employer	1	2	3	4	5
(R2) You understand how to comply with these health and safety obligations	1	2	3	4	5

<u>Show on same page as Q49</u> SECTION E: Actions taken in your business

These next questions are about the actions taken by your business with regards to health and safety. Again, a reminder your responses are confidential and anonymous.

Q49 Ask all

How often would you say each of the following happens in your business?[SA] PROBE Please select one response for each statement

	1 Never	2 Less than half the time	3 About half the time	4 Most of the time	5 Always	Doesn't apply	Don't know
 (R1) Workers report hazards, near misses and accidents to bosses/supervisors (R4) Things that put health and safety at risk (such as hazards near misses and accidents) are discussed in an open and baloful way 	. 1	2	3	4	5	7	9

Q50 Ask all

Randomize statements

How often does each of the following happen in your workplace?

[SA]

	1 Never	2 Less than half	3 About half the	4 Most of the time	5 Always	Don't know	Doesn't apply
		the time	time				
(R1) Personal protective equipment							
is used when it should be (e.g.							
ear, eye or head protection)	01	02	03	04	05	09	10
(R2) Machinery and equipment is							
well maintained	01	02	03	04	05	09	10
(R3) Machinery and equipment is							
fully checked before it is used	01	02	03	04	05	09	10
(R4) Action is taken straight away when a potential hazard is							
identified	01	02	03	04	05	09	10
(R5) Safety devices are fitted to machinery and equipment when they should be (e.g.							
safety guards on machinery)	01	02	03	04	05	09	10

Q51 Ask all Randomize statements

Code Route

Show codes 9 and 10 after code 2

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 19 of 34

	Which, if any, of the following does your business have?		
	PROBE Please select all that apply		
	Regular health and safety meetings	01	
	Health and safety is a regular item at team/group meetings	02	
	A health and safety committee	04	
	A regular system for health and safety communications (e.g. noticeboard, website) A formal mentor system - people with experience that other workers trust to give	05	
	good health and safety advice	06	
	None of these Other ways to discuss health and safety with your workers or get feedback from them (please specify)	07 08	
	An elected health and safety representative	09	
	A health and safety champion	10	
		10	
52	Ask all In the last 12 months, what proportion of your business's workers have had formal training relating to health and safety (e.g. training course, online training, induction training)? This does not include a first aid course. [SA] PROBE Please select one response only Do not include first aid courses	Code	Rou
	None	1	
	Some, but less than half	2	
	Half	3	
	Most of them	4	
	All	5	
	Don't know	9	
90	EXPOSURE TO DUST	Code	Rou
	Ask Manufacturing and Construction only (Q1 = 2 OR 4)		
	If Construction use this wording: Are any of your workers exposed to dust from construction and demolition activities?		
	If Manufacturing use this wording: Are any of your workers exposed to dust in their day to day work? [SA]		
	Yes, most of the time	1	
	Yes, some of the time	2	
	No	3	
1		Code	Ro
-		0000	1 100

P9 wording for (o.g.):		
<u>Response</u>		
If Construction use this wording: (e.g. reducing the need to cut concrete on site)		
If Manufacturing use this wording: (e.g. using auto feeders and enclosed hoppers/mixing vessels; using pellets rather than powders)		
Which, if any, of the following does your business usually use to protect or reduce the risks to your workers' health from dust? [MA] PROBE Please select all that apply		
Wet methodo (a p. toolo fitted with water compression)	01	
Wet methods (e.g. tools litted with water suppression)	01	
	02	
	03	
General mechanical ventilation/extraction system for indoor spaces	04	
Installing warning signs to show where work involving dust is taking place	05	
Extracting dust at source (e.g. local exhaust ventilation (LEV) fitted to a cutting tool)	06	
Damping down dust before sweeping	07	
Vacuum cleaning rather than sweeping	08	
Designing the work to reduce the amount of dust created (e.g)	09	
Other methods (please specify)	10	
None of these	. 11	
HEALTH CHECKS TO WORKERS WHO ARE EXPOSED TO DUST	Code	R
ASK IF Q90=1 or 2		
In the last 12 months, did your business offer health checks (e.g. lung function tests) to workers who are exposed to dust? [SA]		
Yes	1	İ.
No	2	
DUST EXPOSURE - HEALTH CHECKS TAKEN UP	Code	R
ASK IF Q1 = 2 OR 4 (Manufacturing and Construction only) AND Q92 = 1 (offered)		
Of the workers who were offered health checks for exposure to dust, how many took up the offer of these checks? [SA]		
All or most of them	01	
Some of them	02	
None of them	03	
Don't know/Can't say	99	

Q93	EXPOSURE TO SOLVENTS	Code	Route
	Ask Manufacturing and Construction only (Q1 = 2 OR 4)		
	Are any of your workers exposed to organic solvents (e.g. cleaning solvents or those found in paints, glues, resins or thinners) in their day to day work?[SA]		
	Yes, most of the time	1	
	Yes, some of the time	2	
	No	3	Q101
Q94	<u>ASK IF Q93 = 1 or 2</u> Which if any of the following does your business usually use to protect or reduce the risks to your workers' health from solvents? [MA] PROBE Please select all that apply	Code	Route
	Respirators	01	
	Ventilation/extraction system for areas where workers are exposed (e.g. local exhaust ventilation (LEV))	02	
	General workplace ventilation system	03	
	Good housekeeping (e.g. disposing of rags used for cleaning/degreasing)	04	
	Installing warning signs to show where work involving solvents is taking place	05	
	Gloves to prevent skin contact	06	
	Use of non-solvent cleaners for hand washing	07	
	Remove the need to use solvents by changing the process Use a less hazardous substance in place of organic solvents (such as water-based	08	
	Use a work method that reduces the risk of exposure to airborne solvents (e.g. avoid spraying solvents)	10	
	Seal solvent containers when not in use	11	
	Dispose of solvent-soaked rags in bins with a close fitting lid	12	
	Other methods (please specify)	98	
	None of these	99	
Q95	OFFER HEALTH CHECKS TO WORKERS EXPOSED TO SOLVENTS	Code	Route
	ASK IF Q93=1 or 2 In the last 12 months, did your business offer health checks (e.g. blood or urine tests, or an assessment with an occupational health nurse) to workers who are exposed to solvents? [SA]		
	Yes	1	
	No	2	
Q111	SOLVENT EXPOSURE - HEALTH CHECKS TAKEN UP	Code	Route
	ASK IF Q1 = 2 OR 4 (Manufacturing and Construction only) AND Q95 = 1 (offered)		
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 22 of 34		

	Of the workers who were offered health checks for e	exposure to	solvents, how	many	
	took up the offer of these checks?[5A]				
	All or most of them			01	
	Some of them			02	
	None of them			03	
	Don't know/Can't say				
Q101	ASK ALL In the last 12 months have you employed the servic contractors/sub-contractors from other businesses v primary responsibility for the work being done? [S	es of and/or vhen your b ¡A]	worked with usiness had	Code	Route
	Yes			1	
	No			2	
	PROBE Please select one response for each state	ment Never	Some of the	Most of the	Always
(R.	1) My business discussed risks to health and safety		time	time	
	and ways to manage them with representatives from	1	2	3	4
(R2	2) We developed and used a joint approach to health			_	,
(R2	and safety 3) A project manager/senior manager from each business attended regular backband sofety	1	2	2	4
	business allended regular nealur and safety	1	2	3	4
æ	brietings/meetings				
(R4	4) At least one supervisor from each business attended regular health and safety briefings/meetings	1	2	3	4
(R4	brenngs/meetings 4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings)	1	2	3	4
(R4	4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings)	1	2	3 3	4
(R4 (R5 Q103	At least one supervisor from each business attended regular health and safety briefings/meetings Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings)	1	2	3	4
(R4 (R3 Q103	4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings) 	1	2	3	4
(R4 (R2 Q103	4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings) <u>ASK ALL</u> Use this wording for the brackets For Agriculture (Q1 =1) (e.g. machinery, fertiliser, sprays, fencing services	1 1 s, shearing	2 2 services)	3	4
(R4 (R1	Ask ALL Use this wording for the brackets For Agriculture (Q1 =1) (e.g. machinery, fertiliser, sprays, fencing services For Construction (Q1 =2) (e.g. tools, equipment, raw products, paint, archite	1 1 s, shearing ecture servi	2 2 services) ces, engineer	3 3 ing services)	4
(R. (R.) Q103	Ask ALL 4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings) ASK ALL Use this wording for the brackets For Agriculture (Q1 = 1) (e.g. machinery, fertiliser, sprays, fencing services For Construction (Q1 = 2) (e.g. tools, equipment, raw products, paint, archite For Forestry (Q1 = 3) (e.g. machinery, equipment, contracting services)	1 1 s, shearing ecture servi	2 2 services) ces, engineer	3 3	4
(R4 (R1	4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings) 	1 1 s, shearing ecture servi	2 2 services) ces, engineer	3 3	4
(R4 (R3	4) At least one supervisor from each business attended regular health and safety briefings/meetings 5) Workers from each business attended regular health and safety briefings (e.g. toolbox/tailgate meetings) ASK ALL Use this wording for the brackets For Agriculture (Q1 =1) (e.g. machinery, fertiliser, sprays, fencing services For Construction (Q1 =2) (e.g. tools, equipment, raw products, paint, archite For Forestry (Q1 =3) (e.g. machinery, equipment, contracting services) For Manufacturing (Q1 =4) (e.g. machinery, chemicals, paints, engineering se For Other (Q1 =6) (e.g. machinery, equipment, tools, employment ag	1 1 s, shearing ecture servi ervices) ency servic	2 2 services) ces, engineer	3 3 ing services) produce sup	4 4 pliers)



r

If you need advice for your business in the next few weeks about something to do with health and safety, who would you go to?[MA] PROBE Please select all that apply		
An industry organisation (e.g)	01	
A Government agency other than WorkSafe NZ (e.g. ACC)	02	
A trade supplier (e.g)	03	
My accountant or my lawyer	04	
SiteSafe	05	
Other employers	06	
Citizens Advice Bureau or Community Law Office	07	
Health and safety consultants	08	
WorkSafe NZ	09	
Internet/Google	10	
Safetree	11	
Business govt.nz	12	
Other (please specify)	98	
I don't really know who I would go to	99	
This programme aims to reduce the number of people being hurt and killed on		
farms by connecting with farmers and the rural community, and providing information and safety advice.		
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA]		
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have	1	
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so	1 2	
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not	1 2 3	
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not No I haven't seen it	1 2 3 4	
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not No I haven't seen it Ask if Q54 <u>=1-2 OR</u> Error (Suppressed) <u>=1-2 OR</u> Error (Suppressed) <u>=1-2</u>	1 2 3 4 Code	R
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not No I haven't seen it Ask if Q54 <u>=1-2 OR</u> Error (Suppressed) <u>=1-2 OR</u> Error (Suppressed) <u>=1-2</u> <u>Show code 16-17 only if Agriculture (Q1 = 1)</u> Where did you see or hear of this programme? [MA] PROBE Please select all that apply	1 2 3 4 Code	R
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not Not sure whether I have seen it or not No I haven't seen it Mol I haven't seen it <u>Ask if Q54=1-2 OR</u> Error (Suppressed) =1-2 OR Error (Suppressed) =1-2 <u>Show code 16-17 only if Agriculture (Q1 = 1)</u> Where did you see or hear of this programme? [MA] PROBE Please select all that apply Television	1 2 3 4 Code	R
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I definitely have Yes I think so Not sure whether I have seen it or not Not sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it No I haven't seen it Mot Sure whether I have seen it or not No I haven't seen it No I	1 2 3 4 Code 01 02	R
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have	1 2 3 4 Code 01 02 03	R
farms by connecting with farmers and the rural community, and providing information and safety advice. Have you seen or heard anything from this programme?[SA] Yes I definitely have Yes I think so Not sure whether I have seen it or not No I haven't seen it <u>Ask if Q54=1-2 OR</u> Error (Suppressed)=1-2 OR Error (Suppressed)=1-2 <u>Show code 16-17 only if Agriculture (Q1 = 1)</u> Where did you see or hear of this programme? [MA] PROBE Please select all that apply Television Radio Billboard Newspaper	1 2 3 4 Code 01 02 03 04	R

Q54

Q59

		4
Poster	06	
Online advertising	07	
On a website	08	
It was discussed at work	09	
Brochure/pamphlet/information sheet	10	
Public meeting/roadshow	12	
Trade event / conferences	13	
National Fieldays	14	
Industry training organisation	15	
Farming organisation (Federated Farmers, Dairy NZ)	16	
Other organisation (e.g. FMG, OSPRI)	17	
WorkSafe staff	18	
Other (please specify)	98	
Don't know	99	

Q61	<u>ASK IF 54 = 1 or 2</u>	Code	Route
	Show code 13 before code 02 Show code 98 before code 96 Has anything happened in your business as a result of the Safer Farms programme? [MA] PROBE Please select all that apply		
	I visited the Safer Farms website	01	
	I read or downloaded some Safer Farms guides or resources I picked up copies of Safer Farms guides or resources (e.g. at meetings, Fieldays)	02	
		03	
	I spoke to one of WorkSafe NZ's staff about it	04	
	I called WorkSafe NZ's general 0800 number for more information	05	
	I read or downloaded safety information from other websites (e.g. ACC, FMG)	06	
	I have new rules around safety on the farm	07	
	I talked about safety more often with people who work on and visit the farm	08	
	I make sure that we use the right equipment for the job	09	
	We use a routine maintenance checklist for equipment	10	
	I have organised/plan to organise health and safety training for my workers	11	
	I intend to make changes to the way we work	12	
	I visited the WorkSafe website	13	
	I have not done anything differently because I was already doing it all	96	
	I have not done anything differently because it is too hard or costs too much	97	
	Other (please specify)	98	
Q99	ASK IF Q54 = 1 or 2 EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 26 of 34	Code	Route

	How, if at all, has the information from the Safer Farms programme helped you or your business? [MA] PROBE Please select all that apply		
	I know more about what I need to do about health and safety on the farm/at work I know more about who I need to talk to about health and safety on the farm/at	01	
	work	02	
	I am better at identifying hazards and risks on the farm/at work	03	
	I can better manage hazards and risks on the farm/at work	04	
	None of these	98	
SECT	ION G: About WorkSafe NZ		
SECTI Q66	ON G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ	Code	Route
SECTI Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL	Code	Route
Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL <u>If select code 1 or 2 or 9 skip to Q69</u> Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA]	Code	Route
Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL If select code 1 or 2 or 9 skip to Q69 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA] Never heard of them before this survey	Code 1	Route Q69
Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL If select code 1 or 2 or 9 skip to Q69 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA] Never heard of them before this survey	Code 1 2	Route Q69 Q69
Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL If select code 1 or 2 or 9 skip to Q69 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA] Never heard of them before this survey Have heard of them but don't know anything about them I know a little bit about them	Code 1 2 3	Route Q69 Q69
SECTI Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL If select code 1 or 2 or 9 skip to Q69 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA] Never heard of them before this survey Have heard of them but don't know anything about them I know a little bit about them	Code 1 2 3 4	Route Q69 Q69
Q66	ION G: About WorkSafe NZ AWARENESS OF WORKSAFE NZ ASK ALL If select code 1 or 2 or 9 skip to Q69 Before this survey, what, if anything, did you know about the organisation called WorkSafe New Zealand? [SA] Never heard of them before this survey Have heard of them but don't know anything about them I know a little bit about them I know quite a lot about them	Code 1 2 3 4 5	Route Q69 Q69

Q112 PERCEPTIONS, TRUST AND CONFIDENCE

ASK IF Q66=3, 4, 5 (knew at least a little about WorkSafe)

To what extent do you agree or disagree that WorkSafe...

[SA] PROBE Please select one response for each statement

	1 Strongly disagree	2	3	4	5 Strongly agree	Don't know
 (R1) Helps businesses understand their health and safety issues and risks (R2) Is doing a good job helping 	01	02	03	04	05	99
businesses improve workplace safety	01	02	03	04	05	99
(R3) Is doing a good job helping businesses keep people healthy at work	01	02	03	04	05	99
(R4) Is making a real difference to workplace health and safety in New	01	02	02	04	0.5	00
(R5) Works effectively with businesses	01	02	05	04		99
like mine	01	02	03	04	05	99
(KO) Is a trustworthy organisation	01	02	03	04	05	99

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 27 of 34

(R7	Is an organisation I can have confidence in 01 02 03 04	05	99
Q68	<u>Ask ifQ66 = code 3-5</u> <u>Show Code 8 above Code 7</u> <u>Code 7 = single response</u> <u>Please put code 9-13 AFTER code 4</u>	Code	Route
	In the last 12 months, in which of the following ways have you had contact with WorkSafe NZ or heard about them? [MA] PROBE Please select all that apply		
	I visited their website	01	
	I have phoned them for advice or information	02	
	I have seen materials or information produced by WorkSafe NZ	03	
	During National Fieldays	04	
	Been visited by a WorkSafe NZ inspector	05	
	Have not had any contact with WorkSafe NZ	07	
	Other (please specify)	08	
	At a trade event or other event	09	
	At a workshop or roadshow organised by WorkSafe NZ	10	
	Through media reports on WorkSafe NZ (e.g. radio, TV, newspapers)	11	
	Through my business contacts or industry information	12	
	·····	13	
Q113	ASK If Q68=01	Code	Route
	AT CODE=6 INSERT: IF Q1=1, 3 (Agriculture or Forestry): (e.g. Safer Farms map showing risks on farms and how to manage them) IF Q1=2, 4, 6 (Construction, Manufacturing or 'Other' sector): (e.g. Animated floorplans for managing risk)		
	What, if anything, did you do while or after visiting the website? [MA] PROBE Please select all that apply		
	I downloaded a document/s to read or save (e.g. PDF's, statistics)	01	
	I printed a document/s (e.g. PDF's, statistics)	02	
	I completed an online form/s (e.g. online notification form, application for licence) I used a template/s (e.g. Hazard identification template, First Aid Register template)	03	
		04	
	I watched/downloaded a video (e.g. Steve and the Yappers)	05	
	I used one of the online interactive tools (e.g)	06	
	I did a quiz (e.g. about the Health and Safety at Work Act)	07	
	I read a case study about how businesses manage health and safety	08	
	I subscribed to get updates	09	

I shared some information via social media	11	
I asked for information under the Official Information Act or Privacy Act	12	
I made a complaint about WorkSafe	13	
I phoned WorkSafe's 0800 number I sent WorkSafe an email (e.g. sent an email to info@worksafe.govt.nz <mailto:info@worksafe.govt.nz?subject=general%20enguiry%20from%20worksaf< td=""><td>14</td><td></td></mailto:info@worksafe.govt.nz?subject=general%20enguiry%20from%20worksaf<>	14	
e%20website>)	15	
I contacted someone at a WorkSafe office	16	
Other (please specify)	98	

Q69 ASK ALL

	1 - Very unlikely	2	3	4	5 - Very likely	Don't know
(R1) How likely do you think it is that a WorkSafe NZ inspector will visit your business in the next 12 months?	1	2	3	4	5	9

Q104 Q104a: ASK ALL

Q104b: ASK IF SELECTED ANY AT Q104a

<u>AT CODE=12 and R12 INSERT:</u> IF Q1=1, 3 (Agriculture or Forestry): (e.g. Safer Farms map showing risks on farms and how to manage them) IF Q1=2, 4, 6 (Construction, Manufacturing or 'Other' sector): (e.g. Animated floorplans for managing risk)

Q104b PROBE: Please select one response only for each guidance you have used

WorkSafe NZ provides different types of guidance material to help businesses with health and safety.

Which types of guidance material have you used in the last 12 months and how useful was it for your business? [SA]

	(HEADI NG ONLY) USED THIS GUIDAN CE?	Yes	No	IF YES, HOW (HEADI NG ONLY) USEFUL WAS IT?	Very useful	Somewh at useful	Not useful	Don't know
(R1) Approved Code(s) of Practice	1	2	3	4	5	6	7	8
(R2) Factsheets	1	2	3	4	5	6	7	8
(R3) Checklists	1	2	3	4	5	6	7	8
^(R4) Toolkits	1	2	3	4	5	6	7	8
(R5) Forms and templates (R6) Best/Good Practice	1	2	3	4	5	6	7	8
Guidelines	1	2	3	4	5	6	7	8
(R7) Posters	1	2	3	4	5	6	7	8
^(R8) Case studies about how	1	2	3	4	5	6	7	8
EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 29 of 34								

bu we	usinesses manage orkplace health and safety								
 (R9) Q (e W	uick reference guides .g. Health and Safety at /ork)	1	2	3	4	5	6	7	8
(R10) He In G	R10) Health and Safety at Work Interpretive Guidelines (e.g. General Pisk and								
W (R11) O	Workplace Management) 1 2 3 4 5 6 R11) Online guizzes (e.g. about							7	8
th W CR1200	e Health and Safety at /ork Act)	1	2	3	4	5	6	7	8
(R12) O (B13) Ar	.g)	1	2	3	4	5	6	7	8
br	eakers (e.g. Steve and e Yappers)	1	2	3	4	5	6	7	8
(R98) Oi Ni	ther types of WorkSafe Z guidance (please	1				5	6	7	
가	ecity)	1	2		4			1	•
Q105 <u>I</u>	ASK ALL							Code	Route
f F L F	floorplans for managing risk) Show Code 98 before Code 97 From the list below, which types of information would your business find most useful for communicating health and safety messages to your workers? [MA] PROBE Please read through all options and then select up to five types								
F	Paper booklet(s)/brochure(s)01						01		
F	Poster(s)							02	
Ν	Mobile App(s)							03	
١	YouTube clips							04	
١	/ideos (e.g. for inductions)							05	
(Online training courses/lear	ning mo	dules					06	
Scripts for one-on-one or group talks (e.g. toolbox/tailgate talks)							07		
Graphic stories (e.g. comic strips, cartoons)							08		
Text reminders (e.g. weekly reminders, alerts when new information comes out)						s out)	09		
Information sheets in a variety of languages							10		
Pocket cards 11						11			
(Case studies about how businesses manage workplace health and safety 12								
(Online quizzes (e.g. about the Health and Safety at Work Act)								
(Online interactive tools (e.g)						14	
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 30 of 34								



n

Hawkes Bay	06
Taranaki	07
Manawatu-Whanganui	08
Wellington-Wairarapa	09
Tasman	10
Nelson	11
Marlborough	12
West Coast	13
Canterbury	14
Otago	15
Southland	16

Q84 <u>4</u>

	0.1	D .
<u>Ask all</u>	Code	Route
How many years has your business been in energtion 2(SA)		
now many years has your business been in operation?[SA]		
Less than one year	01	
1 to loss than 2 years	02	
1 to less tildil 2 years	02	
2 to less than 6 years	03	
6 to less than 10 years	04	
10 to less than 20 years	05	
20 years or more	06	
Don't know	99	

Q85	<u>Ask all</u>	Code	Route
	Please show 085 and 086 on the same nage		
	How many separate sites/branches does your business operate in New Zealand?		
	(Note, these are not sites your business may be working on such as building sites, but sites that your business leases or owns).		
	Wording for AG only:		
	How many properties does your business own or lease in New Zealand?		
	[SA]		
	None	1	
	1	2	
	2-5	3	
	6-9	4	
	10 or more	5	

EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 32 of 34

Q86	<u>Ask all</u>	Code	Rout
	On how many sites (e.g. building sites, forests or farms) not owned by your business do you have workers currently working? [SA]		
	None	1	
	1	2	
	2-5	3	
	6-9	4	
	10 or more	5	
Q 87	<u>Ask all</u>	Code	Rout
	Which of the following best applies to your current role:		
	[SA] PROBE Please select one only		
	Owner - operator	1	
	CEO/Managing director	2	
	General Manager	3	
	Human Resources manager/director	4	
	Health and Safety manager/director	5	
	Other (please specify)	8	
Q88	Wording for those who are codes 1-4 and 6 at Q1: It is likely that more in-depth research will be commissioned by WorkSafe NZ in the future to see if, and how, employers' views and behaviours around Health and Safety change over time. Are you willing to provide your contact details so that Nielsen (on behalf of WorkSafe) can invite you to take part in either this project, or any other future related research?	Code	Rout
	Please be assured your contact details will only be used for future WorkSafe research. Your responses will remain confidential and will be aggregated with others. They will not be disclosed in a manner that could identify you to WorkSafe NZ or any other organisation. [SA] PROBE Please note: providing your contact details does not put you under any obligation to participate.		
	Yes	1	
	No	2	
Q107	Would you like to go into the prize draw to win your choice of either an iPad Air 2 , \$500 Prezzy Card or a \$500 donation to a registered charity of your choice ? [SA]	Code	Rout
	Yes	1	
	EMPLOYER-16 WorkSafe Employers Survey 2016 v1 (3 October, 2016) Page 33 of 34		

	No
Q89	<u>DO NOT ASK Q89 IF Q88 = 2 AND Q107 = 2</u>
	Respondent can continue without answering Two wording options depending on response to Q88 & Q107_ Hyperlink terms and conditions
	Please make Name and Phone Number Compulsory and Email optional
	Wording if if Q88= 1 AND Q107 =1 Please provide your contact details below. These details will also be used to contact you if you are the winner of the prize draw.
	Wording if if Q88 = 2 AND Q107 =1 Please fill in your contact details below so that we are able to contact you if you are the winner of the prize
	draw.
	Shown for both wording options If you would like to read the terms and conditions of the prize draw please click here
(R.	1) Name (required)
æ	
(K	
(R2	3) Email address (optional)

APPENDIX II 0800 NUMBER FAQS



0800 NUMBER FAQS

The following FAQ document was created for the 0800 number operator to assist in the response to caller's questions and for Call Centre staff at WorkSafe NZ.

4 October 2016

WorkSafe New Zealand - Working in New Zealand Survey 2016

General Background Information for Call Centre Staff

- 1. WorkSafe NZ is working with key sector and industry stakeholders on interventions and programmes to significantly reduce workplace fatalities and harm.
- 2. WorkSafe needs to have a clear understanding of the attitudes and behaviours of workers and employers towards health and safety. Last year, two surveys were conducted and reported on. In 2016, the surveys are being repeated to see how behaviours and attitudes may have changed over the last 12 months.
- 3. The surveys are being carried out by Nielsen, an independent research agency on behalf of WorkSafe.
- 4. Two surveys have been created one for Employers (Working in New Zealand Employers Survey 2016) and one for Workers (Working in New Zealand Survey 2016) and have similar content.
- Workers and employers in the Agriculture, Manufacturing, Forestry, Construction, and 'Other' sectors ('Other' being workers and employers not working in any of the aforementioned sectors, nor in the Commercial Fishing industry) have been invited to participate in the surveys.
- 6. The survey questions cover:
 - Details of respondents' workplace, number of workers, type, industry etc
 - How they feel about health safety in their workplace
 - Their approach to health and safety in the workplace
 - Awareness and impressions of WorkSafe NZ
 - Awareness of WorkSafe NZ advertising and health and safety information
 - Personal demographic details gender, ethnicity, etc.
- 7. The surveys will be undertaken between: Monday 17 October and Monday 28 November 2016.
- 8. Respondents have been invited by letter to take part in the online version of the survey. However, paper copies of the surveys are also available from Nielsen for people who do not have access to a computer.

9. The paper versions of the questionnaire have the following covers:



Key messages that Call Centre Staff Should Communicate

- Workers Survey the survey is essential in providing a measure of how workers in the industry are feeling about health and safety in their workplace there is no way of obtaining this information other than conducting a survey
- It is important that a high proportion of the people randomly selected to take part in the survey actually complete it. This will ensure that we obtain a representative view because we need to hear the opinions of all the different types of workers and employers in each of the different industries
- An independent research company, Nielsen, is carrying out the survey and survey results will not be reported in any way that will allow individual respondents, their business, or their responses to be identified
- Workers' answers to the survey will not be passed onto their employer.
- Employers/businesses if calling to change their contact details, please record these carefully and pass them onto Nielsen using the attached sheet titled "Working in New Zealand Employers Survey 2015 Change of Details Record Sheet". This needs to be sent back to [name]@nielsen.com

If a caller asks a question relating to how the survey works, or they are having problems accessing the survey, advise them to contact Nielsen on 0800 400 402.

If the caller would like to talk to someone at WorkSafe NZ about the survey, please forward their call to [Name] on [Phone]

Frequently-Asked Questions

Nielsen administers the survey on behalf of WorkSafe and has a free helpline for survey participants – 0800 400 402. It is expected that most calls will be made to this number but if WorkSafe operators receive calls about the survey, the following guidelines should help.

Please note that each survey participant is assigned a unique username (a number) and that it is important to record this number when taking any details from a caller.

For Employers, the numbers are six digits long and for Workers, they are five digits long.

Common Queries:

Query: How did you get my details? **Response:** Workers survey: You were one of hundreds of people randomly selected from the Electoral Roll which contains the names, addresses and occupations of all New Zealanders registered to vote. WorkSafe NZ was given permission to use the Electoral Roll for the purpose of this research. **Employers survey**: Your business's name was randomly selected from ACC's Levy Payers database and shared with WorkSafe NZ under the data-sharing agreement held between the two agencies. Only your contact details and industry you operate in have been shared with WorkSafe. Query: Person invited is no longer living at address / outside of NZ Action: Refer the caller to Nielsen, or thank and ask for details (including the username from the letter, postcard, or survey) then advise Nielsen at 0800 400 402. Query: Person invited is unable to complete the survey due to age, disability, or language difficulties Action: Refer the caller to Nielsen, or thank and ask for details (including the username from letter, postcard, or survey) then advise Nielsen at 0800 400 402. Can someone else complete the survey instead? Query: Workers survey: "To make sure we hear the views of a cross-section of the population it is **Response:** important that you personally (the named respondent), rather than anyone else fill in the questionnaire" Employers survey: The survey needs to be completed by someone from your organisation who is responsible either for employing staff members or for health and safety in the business. Already completed the survey but have received further postcard etc Query: Action: Refer the caller to Nielsen, or thank and ask for details (including username from letter, postcard, or survey) so that we can review whether their survey has been received. Pass these details (including their phone number) onto Nielsen at 0800 400 402

Query: Action:	No computer / respondent would like a paper copy of the questionnaire Pass the caller to Nielsen on 0800 400 402, who will organise for this to be sent
Query: Response:	Can they complete the survey if they work for a public service organisation? Yes, they are still eligible to participate
Query: Response:	Do they get anything for completing the survey? We realize it takes time and effort to respond but we cannot give everyone something for taking part. However, to thank you for your time, we give you the opportunity to enter a draw to win a prize of your choice, either an iPad Mini, \$500 Prezzy Card or a \$500 donation to a registered charity of your choice. Employers have two chances of winning and Workers have three chances.
Query: Response:	When is the prize draw? When will I find out if I won? The prize will be drawn on 12 December 2016. The winner will be contacted within 10 working days of the draw by phone or email.
Query: Response:	Do I/we have to complete the survey? No, it is completely voluntary but the survey is very important and WorkSafe would really appreciate it if you could take part.
Query: Response:	Some of my friends/family have received a letter but I never got one, can I take part? Thank you for offer to help. Unfortunately it is very important for the accuracy of our results that only the people randomly sampled complete the survey. However, there will be further surveys in the future and you may be selected for one of those.

Queries relating to the survey itself

Query: Response:	Will the results be available to the public? The main findings of the research will be published by WorkSafe NZ after the analysis of the data is completed. The results of the 2014 survey are available on WorkSafe's website.
Query: Response:	How long does the survey take? The survey has been designed to take around 15-20 minutes to complete on average. Some people may take longer and some people may complete it faster.
Query: Response:	Is the survey confidential? Nielsen will keep your answers strictly confidential and please be assured that the results will not be reported in a way that allows you to be identified.
Query: Response:	How many people are taking part in the survey? Approximately 18,000 workers and employers have been invited to take part in this survey.
Query: Response:	Why does the survey include questions about ethnicity, income, and number of dependents? These questions are important to help us ensure we have a representative sample of workers and employers. They also allow us to look at the results by specific groups and show how responses differ among groups. For example, do males and females feel the same way)

Queries relating to filling in the survey

Query: Action:	Want to change their response Refer the caller to Nielsen at 0800 400 402.
Query: Action:	Technical issues (with online survey) Refer the caller to Nielsen at 0800 400 402.
Query: Response:	Survey takes a long time to download This can sometimes be due to a high amount of traffic on the Internet. Please try again at a later time and if you are still having trouble then please call the Nielsen helpline.
Query: Action:	The survey crashed / stopped before I completed it Refer the caller to the Nielsen helpline. [If you re-open the survey by going back to <u>www.acnoline.com/worksafe</u> (employees) or <u>www.acnonline/employer</u> (employers) and enter your user name and survey code, you should find that it will take you back to the last question that you completed. All of the answers you previously entered will have been saved.]
Query: Response:	Is the website secure? The Nielsen website has advanced security measures in place to protect the loss, misuse and alternation of the information under our control. The data itself is encrypted into a proprietary binary format and cannot be read without the correct software even if it could be accessed. All respondents are screened and allocated unique usernames and passwords so that they can only enter the questionnaire once.
	Only the data programmers and researchers working on this project can view individual responses.
Query: Response:	When is the last day I can complete the survey? Please complete and submit your survey response as soon as possible. The cut-off date for the survey is 28 November 2016.
Queries/compla	ints via the Nielsen 0800 number
Query: Action:	Complaint about being contacted Explain that Nielsen has been given permission to contact the respondents on behalf of WorkSafe. The survey is voluntary and the respondent can ask that their name be removed from the database of respondents. All issues and responses will be logged by Nielsen.
Query: Action:	Complaint about the survey or questions in the survey Take full notes of the complaint and ask the project team for assistance. Tell the caller that their issue will be logged and referred to the project team and a response will soon be made. Where deemed appropriate, Nielsen will contact [Name] from WorkSafe NZ.

Queries/Complaints via the WorkSafe NZ call centre

Query: About not having a response from the 0800 number **Response:** Please advise that all respondents who have provided sufficient details when leaving a message on the 0800 mail box will be responded to *within two working days*. If they would like a response sooner that cannot be resolved through the FAQ sheet then please refer the query to [Name] at Nielsen. All issues and responses will be logged by Nielsen. [Name] can be contacted directly on 04 978 6783 or by emailing [Name]@nielsen.com Query: About the survey or questions in the survey Action: Again, if these cannot be resolved by the FAQ sheet, the call centre should ask whether they would like to discuss their issue with the survey company or someone at WorkSafe NZ. This information should be emailed to [Name] ([Name]@worksafe.govt.nz) with a summary of the issue/query and the persons contact details. [Name] will field these queries to the appropriate person. Query: Complaint about health and safety in their workplace or complaint about WorkSafe NZ Action: Ask the caller if they wish to discuss their issue with the survey company or someone at WorkSafe NZ. This information should be emailed to [Name] ([Name]@worksafe.govt.nz) with a summary of the issue/query and the persons contact details. [Name] will field these queries to the appropriate person. Respondent wants to talk to someone at Nielsen Query: Action: Query to be passed to [Name], Senior Client Executive at Nielsen. She can be contacted directly on [Phone] or by emailing [Name]@nielsen.com

APPENDIX III WEIGHTING MATRIX



WORKERS	MUCICUTINIC MAATDIV
WURKERS	

Sector	Age	Population Count (from Electoral Roll)	Population %	Sample Count	Sample %	Weight Count	Weight %
Agriculture	18 – 24	3,702	1%	27	1%	24	0.88%
	25 – 34	10,705	3%	77	4%	69	0.89%
	35 – 44	13,707	4%	133	6%	88	0.66%
	45 – 54	20,040	6%	168	8%	128	0.76%
	55 +	46,935	14%	289	13%	301	1.04%
	18 – 24	327	<0.5%	22	1%	2	0.10%
	25 – 34	1,006	<0.5%	48	2%	6	0.13%
Forestry	35 – 44	1,275	<0.5%	91	4%	8	0.09%
,	45 – 54	1,102	<0.5%	85	4%	7	0.08%
	55 +	1,102	<0.5%	74	3%	7	0.10%
	18 – 24	2,508	1%	23	1%	16	0.70%
	25 – 34	8,707	3%	54	2%	56	1.03%
Manufacturing	35 – 44	11,959	4%	123	6%	77	0.62%
	45 – 54	16,029	5%	197	9%	103	0.52%
	55 +	19,148	6%	217	10%	123	0.57%
	18 – 24	1,960	1%	6	<0.5%	13	2.09%
	25 – 34	8,213	2%	19	1%	53	2.77%
Construction only –	35 – 44	9,072	3%	20	1%	58	2.91%
AUCKLAND	45 – 54	10,433	3%	43	2%	67	1.56%
	55 +	13,375	4%	58	3%	86	1.48%
	18- 24	1,877	1%	11	1%	12	1.09%
	25 – 34	4,931	1%	27	1%	32	1.17%
Construction only -	35 – 44	4,658	1%	43	2%	30	0.69%
CANTERBURY	45 – 54	4,615	1%	40	2%	30	0.74%
Construction only – REST OF NZ	55 +	6,144	2%	52	2%	39	0.76%
	18 – 24	3,914	1%	15	1%	25	1.67%
	25 - 34	27,297	8%	23	1%	175	7.61%
	35 - 44	28,194	8%	59	3%	181	3.06%
	45 – 54	31,087	9%	61	3%	199	3.27%
	55 +	27,617	8%	85	4%	177	2.08%
TOTAL	341,639		100%	2,190	100%	2,190	
Other	18 – 24	53,095	4%	50	5%	41	0.81%
	25 – 34	217,207	16%	141	13%	166	1.18%
	35 – 44	296,945	21%	197	18%	227	1.15%
	45 – 54	356,233	26%	272	26%	272	1%
	55 +	472,464	34%	406	38%	361	0.89%

MPLOY	ERS WI	EIGHTIN	IG MAT	RIX

Sector	Business size	Population Count (from ACC database)	Population %	Sample Count	Sample %	Weight Count	Weight %
Agriculture	Very Small Businesses	8,173	9%	70	6%	117	1.67%
	Small Business	20,773	24%	233	19%	297	1.28%
	Medium Business	1,040	1%	28	2%	15	0.53%
	Large Business	140	<0.5%	31	3%	2	0.06%
Forestry	Very Small Businesses	140	<0.5%	13	1%	2	0.15%
	Small Business	518	1%	131	11%	7	0.06%
	Medium Business	165	<0.5%	74	6%	2	0.03%
	Large Business	17	<0.5%	14	1%	0	0.02%
Manufacturing	Very Small Businesses	4,860	6%	36	3%	70	1.93%
	Small Business	10,104	12%	181	15%	145	0.8%
	Medium Business	2,476	3%	79	6%	35	0.45%
	Large Business	860	1%	73	6%	12	0.17%
Construction	Very Small Businesses	7,535	9%	13	1%	108	8.3%
	Small Business	26,508	31%	172	14%	380	2.21%
	Medium Business	2,602	3%	35	3%	37	1.06%
	Large Business	472	1%	54	4%	7	0.13%
TOTAL		86,383	100%	1,237	100%	1,237	
Other	Very Small Businesses	53,820	28%	39	11%	102	2.61%
	Small Business	122,630	63%	180	49%	232	1.29%
	Medium Business	13,437	7%	67	18%	25	0.38%
	Large Business	4,244	2%	81	22%	8	0.1%

APPENDIX IV GLOSSARY



The purpose of this glossary is to provide a meaning for some of the more technical terms used in this report.

Codeframe

This is a summary list of the main themes or topics from the open ended questions.

Confidence interval

This is the interval that is likely to contain the true population result.

Confidence level

This represents how reliable the result is. The 95% confidence level means that you are 95% certain that the true value lies between the confidence interval.

Margin of error

This term expresses the likely amount of random sampling error in the result.

Quota

This is a target number of interviews that is set to ensure a certain sub-group of the population is represented.

Significant

Where results are said to be significant, this means that they are statistically different at the 95% confidence level.

Weighting

Weighting is a method of calculation in which some observations have their influence reduced and other observations have their influence increased. It is used to account for the sample profile being imbalanced relative to the population being measured. For example, proportionally, we have more Māori in our sample than in the New Zealand population; therefore Māori is weighted down to adjust for this sample imbalance.