**The HI Management Standard**

How to use the self-assessment tool

Assessment

Score the answer to each question as follows, with a maximum of three points per question:

0 No

1 Yes but there is limited evidence or implementation

2 Yes there is good evidence and expectations are

generally met

3 Yes expectations are met and there are examples of best practice

Instructions

1. Work through each of the six leading indicators, considering how your organisation is currently performing in each area, giving a score for each question area. Note down evidence to support thescores you have given, to assist when referring back to this and sharing with others.
2. For each section, add up the score and enter the total. Finally, enter these totals into the overall assessment table below.
3. Identify those areas where the score is lowest and use this as a basis for completing the action plan sheet at the back of the document.
4. You can use this tool to assess performance company-wide or for individual sites and projects.

Overall Assessment

**Company/Project/Site Name:** Xxxxx

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Leading Indicator | Score | | | |
|  | 0-5 | 6-11 | 12-17 | 18+ |
| Leadership & Commitment | 0 | 0 | 0 | 0 |
| Planning & Prevention | 0 | 0 | 0 | 0 |
| Risk Assessment | 0 | 0 | 0 | 0 |
| Control | 0 | 0 | 0 | 0 |
| Competency, Training & Behaviours | 0 | 0 | 0 | 0 |
| Programme Management | 0 | 0 | 0 | 0 |