

## Director Checklist

### Health and Safety Guide: Good Governance for Directors

*The Director Checklist provides key questions directors can ask to provide leadership, hold management to account, and create a healthy and safe workplace culture.*

- How do the board and all directors demonstrate their commitment to health and safety?
- How do you ensure that the organisation's risks are assessed and appropriate mitigation measures put in place?
- How does the organisation involve its workers in health and safety?
- How do you ensure that your organisation's health and safety targets are challenging, realistic and aren't creating unintended consequences?
- What data is the board receiving on health and safety? Is this sufficient?
- How does the organisation ensure all workers are competent and adequately trained in their health and safety responsibilities and accountabilities?
- Does the organisation have sufficient resources (people, equipment, systems and budget) for its health and safety programme?
- How connected are you to what happens at the organisation's work sites? What measures are in place to inform you?
- Does the organisation have a schedule of audits and reviews to ensure the health and safety management system is fit for purpose?
- How do you ensure that actions identified in incident reports, audits and reviews are communicated to the appropriate level within the organisation and effectively addressed by the organisation?
- Does the organisation have policies and processes in place to ensure contractors used by the organisation have satisfactory health and safety standards?
- How does your organisation's performance compare with other comparable organisations and how do you know?
- How do you recognise and celebrate success?