



European Survey of Enterprises on New and Emerging Risks ESENER 2024

Final Master Questionnaire

Master Version for the Main Survey

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Sample Variables

Survey_method

- 1 Online (CAWI)
- 2 Telephone (CATI)

Sample_var3: screening or non-screening countries

- 1 screening countries
- 2 non-screening countries

Sample_var4: self-screened addresses

- 1 main address/first interview
- 2 second address (screened address)/second interview
- 3 third address (screened address)/third interview

Sample_var7: CAWI Reminder call

- 1 CAWI Reminder call
- 2 Call back wrong mail address
- 3 All other = value to start every interview from

Section 1: Contact phase (if sample_var7=3)

Asked if "Survey_method" = 2

Ask only if Sample_var4 = 1

1st question to all with sampe_var4=1 or if Q003=12

Q001

Good morning / afternoon. My name is ... from (INSTITUTE) in (location of institute). We are conducting the fourth European study on health and safety at work.

[If size=1]

For our interview I would like to speak with the owner, managing director or branch manager of this establishment.

[If size=2]

For our interview I would like to speak with the person who knows best about health and safety in this establishment. Often this person is the owner, managing director or branch manager.

[If size =3 or 4 and Sample_var2 = 01 through 44]

For our interview I would like to speak with the person who knows best about health and safety in this establishment. Often this person is the technical director, the personnel manager or a dedicated health and safety officer.

[If size =3 or 4 and Sample_var2 = 45 through 96]

For our interview I would like to speak with the person who knows best about health and safety in this establishment. Often this person is the personnel manager or a dedicated health and safety officer.

Interviewer: Stress as necessary: - The survey is conducted on behalf of the European Agency for Safety and Health at Work. The Agency is an autonomous body of the European Union that provides information to improve health and safety at work. - The questions are about health and safety policies and practices in your establishment. - Good health and safety at work is an increasingly important issue and is a key factor in the success of the European economy. Participation in the survey will help to provide better information and assistance to establishments. This contributes to improving safety measures and health protection of employees. - Results will be used to support workplaces and to improve legislation. - Details are available online at the esener.eu website. First results will be published there at the beginning of 2025. - We have your telephone number from {#Sample_var5}/n Establishment name {#Name}

1	The respondent is this person	go to Q004a
2	Appointment for later call///Respondent names another person to call	close link, start from Q001 next call
3	Respondent puts through to another person	go to Q003
5	Does generally not participate in telephone interviews	go to Q007
6	Refused	END1x
7	Refused because health and safety is managed at the head office of the organisation, not at the local level	go to Q005
8	Refused because health and safety services are outsourced to a service provider	go to Q006
9	Motivation letter and data privacy information	go to Q_Mot

10		close link, END8
11	IF COUNTRY 1/6/10/34/36/37/38/6 NA	Go to QLANG.

Asked if "Survey_method" = 2

Asked if Q001=9 or Q002=9 or Q003=9 or Q004a=9 or Q004b=9

Q_Mot

Do you want to send an e-mail with more explanation to the company?

1	Yes, enter mail address and schedule an appointment for recall	Scripter: Send motivation letter and go back to the previous question (Q001, Q002, Q003, Q004a, Q004b, Q005, Q006) If QMot sent 10 times, got to Q007
2	No	Scripter: go back to the previous question (Q001, Q002, Q003, Q004a, Q004b, Q005, Q006)

If motivation letter has been sent – capture hidden variable **_Q_Mot_Sent** **Scripter: we should be able to send a motivation letter several times (routing from several questions) – every time a motivation letter has been sent, it should be counted in _Q_Mot_Sent**

Asked if "Survey_method" = 2

Ask only if Sample_var4 = 2,3

1st question to all with sampe_var4=2,3 or if Q004b=12

Q002

Good morning / afternoon. My name is ... from (INSTITUTE) in (location of institute). We are conducting the fourth European survey on health and safety at work. We have already conducted an interview with your head office and would like to speak with someone in your local branch regarding the same subject. Are you the person who is responsible for health and safety at this establishment?

Interviewer: (add if being asked about the first interview): The first interview was conducted with the person responsible for health and safety at the head office of this company or organisation.
Establishment name {#Name}

1	The respondent is this person	go to Q004b
2	Respondent puts through to another person	go to Q004a again
3	Appointment for later call//Respondent names another person to call	close link, start from Q002 next call
4	Does generally not participate in telephone interviews	Go to Q007
5	Refused	END1x
7	Refused because health and safety is managed at the head office of the organisation, not at the local level	go to Q005
8	Refused because health and safety services are outsourced to a service provider	go to Q006
9	Motivation letter and data privacy information	go to Q_Mot
10		close link, END8

Asked if "Survey_method" = 2

Ask if Q001=3 or Q005=3 or Q006=3 or Q020=3

Q003

Good morning / afternoon. My name is ... from (INSTITUTE) in (location of institute). We are conducting the fourth European survey on health and safety at work. For this interview I would like to speak with the person who knows best about health and safety in this establishment. Are you this person?

Interviewer: Stress as necessary: - The survey is conducted on behalf of the European Agency for Safety and Health at Work. The Agency is an autonomous body of the European Union that provides information to improve health and safety at work. - The questions are about health and safety policies and practices in your establishment. - Good health and safety at work is an increasingly important issue and is a key factor in the success of the European economy. Participation in the survey will help to provide better information and assistance to establishments. This contributes to improving safety measures and health protection of employees. - Results will be used to support workplaces and to improve legislation. - Details are available online at the esener.eu website. First results will be published there at the beginning of 2025. - We have your telephone number from {#Sample_var5}/n Establishment name {#Name}

1	Respondent is this person and OK to continue	go to Q004a
2	Appointment for later call///Respondent names another person to call	close link, start from Q003 next call
3	Respondent puts through to another person	go to Q003 again
5	Does generally not participate in telephone interviews	Go to Q007
6	Refused	END1x
7	Refused because health and safety is managed at the head office of the organisation, not at the local level	go to Q005
8	Refused because health and safety services are outsourced to a service provider	go to Q006
9	Motivation letter and data privacy information	go to Q_Mot
11	IF COUNTRY 1/6/10/34/36/37/38/6 NA	Go to QLANG.
12		go to Q001

Asked if "Survey_method" = 1

Q003_online

We are conducting the fourth European survey on health and safety at work. For this interview we are looking for the person who knows best about health and safety in this establishment. Are you this person?

- The survey is conducted on behalf of the European Agency for Safety and Health at Work. The Agency is an autonomous body of the European Union that provides information to improve health and safety at work. - The questions are about health and safety policies and practices in your establishment. - Good health and safety at work is an increasingly important issue and is a key factor in the success of the European economy. Participation in the survey will help to provide better information and assistance to establishments. This contributes to improving safety measures and health protection of

employees. - Results will be used to support workplaces and to improve legislation. - Details are available online at the esener.eu website. First results will be published there at the beginning of 2025.

- | | | |
|----|---|--------------------|
| 1 | I am the person who knows best about health and safety in this establishment and OK to continue | go to Q004a_online |
| 6 | Refused | END1x |
| 11 | IF COUNTRY 1/6/10/34/36/37/38/69 NA | Go to QLANG. |

Ask only if Q001 = 1 or Q003 = 1

Q004a

The survey is conducted in cooperation with the European Agency for Safety and Health at Work and Ipsos. We have your telephone number from {#Sample_var5}. Your participation is of course voluntary and you have the right to revoke your consent at any time. All data will be treated with absolute confidentiality and the results will be totally anonymous. Would you be so kind as to participate in this interview?

Interviewer: Your workplace has been selected at random to represent its sector and size. To obtain representative results, however, it is important that as many of the selected establishments as possible take part. The personal data and responses will solely be used for research purposes and to produce anonymous, statistical research findings and insights. You will NOT be identifiable, directly or indirectly, in any published results. Interviewer: If you would like to read the Privacy Notice beforehand you can access it online at https://survey.ipsos.be/Privacynotice_Esener2024.pdf Establishment name {#Name}

- | | | |
|----|---|--|
| 1 | OK to conduct interview right now | go to Q050_filt |
| 2 | Appointment for a later call | close link, start from Q004a next call |
| 3 | Refused because health and safety is managed at the head office of the organisation, not at the local level | go to Q005 |
| 4 | Refused because health and safety services are outsourced to a service provider | go to Q006 |
| 5 | Does generally not participate in telephone interviews | go to Q007 |
| 6 | Refusal for other reasons | END1x |
| 9 | Motivation letter and data privacy information | go to Q_Mot |
| 11 | IF COUNTRY 1/6/10/34/36/37/38/69 NA | Go to QLANG |

Asked if "Survey_method" = 1

Ask only if Q003 online = 1

Q004a_online

The survey is conducted in cooperation with the European Agency for Safety and Health at Work and Ipsos. Your participation is of course voluntary and you have the right to revoke your consent at any time. All data will be treated with absolute confidentiality and the results will be totally anonymous. Would you be so kind as to participate in this interview?

<i>Your workplace has been selected at random to represent its sector and size. To obtain representative results, however, it is important that as many of the selected establishments as possible take part. The personal data and responses will solely be used for research purposes and to produce anonymous, statistical research findings and insights. You will NOT be identifiable, directly or indirectly, in any published results. If you would like to read the Privacy Notice beforehand you can access it online at https://survey.ipsos.be/Privacynotice_Esener2024.pdf</i>

1 OK to conduct interview

go to Q100

6 Refused

END1x

Ask only if Q002 = 1

Q004b

The survey is conducted in cooperation with the European Agency for Safety and Health at Work and Ipsos. (Interviewer: add if necessary: The Agency is an official institution of the European Union. The aim of the survey is to provide evidence to better assist establishments in the management of health and safety risks.) We have your telephone number from {#Sample_var5}. Your participation is of course voluntary and you have the right to revoke your consent at any time. All data will be treated with absolute confidentiality and the results will be totally anonymous. Would you be so kind as to participate in this interview?

Interviewer: To obtain representative results, however, it is important that as many of the selected establishments as possible take part. The personal data and responses will solely be used for research purposes and to produce anonymous, statistical research findings and insights. You will NOT be identifiable, directly or indirectly, in any published results. Interviewer: If you would like to read the Privacy Notice beforehand you can access it online at https://survey.ipsos.be/Privacynotice_Esener2024.pdf Establishment name {#Name}

1 OK to conduct interview right now

go to Q050_filt

2 Appointment for a later call

close link, start from Q004b next call

3 Refused because health and safety is managed at the head office of the organisation, not at the local level

go to Q005

4 Refused because health and safety services are outsourced to a service provider

go to Q006

5 Does generally not participate in telephone interviews

go to Q007

6 Refusal for other reasons

END1x

9 Motivation letter and data privacy information

go to Q_Mot

11 IF COUNTRY 1/6/10/34/36/37/38/69 NA

Go to QLANG.

12

go to Q002

Ask only if Q004a = 3 or Q004b = 3 or Q001=7 or Q002=7 or Q003=7

Q005

Even if health and safety activities are mainly dealt with at your head office, there should normally be somebody at the local level who has some information about this subject. The questions are of a general

nature and do not require specialized knowledge on the topic. May I speak with the person who is best informed regarding the subject at this branch?

1	Respondent is this person and OK to continue	go to Q050_filt
2	Appointment for a later call	close link, start from Q005 next call
3	Respondent puts through to another person	go to Q003
4	Respondent names another person to call	close link, start next call from the previous questions (Q004a or Q004b)
5	Refusal maintained	END1x
9	Motivation letter and data privacy information	go to Q_Mot

Add hidden variable Q005_asked to track that this question has been asked

Ask only if Q004a = 4 or Q004b = 4 or Q001=8 or Q002=8 or Q003=8

Q006

Even if health and safety issues are mainly dealt with by an external service provider (Interviewer: add if necessary: like a safety and health service or consultant), there should normally be somebody at the local establishment who has some information about this subject. This is normally the managing director or another executive who is in contact with the external service provider The questions are of a general nature and do not require specialized knowledge on the topic. May I speak with this person?

1	Respondent is this person and OK to continue	go to Q050_filt
2	Appointment for a later call	close link, start from Q005 next call
3	Respondent puts through to another person	go to Q003
4	Respondent names another person to call	close link, start next call from the previous questions (Q004a or Q004b)
5	Refusal maintained	END1x
9	Motivation letter and data privacy information	go to Q_Mot

Add hidden variable Q006_asked to track that this question has been asked

Asked if "Survey_method" = 2

Ask only if Q004a = 5 or Q004b = 5 or Q001 = 5 or Q002 =4 or Q003 = 5 or Q_Mot asked 10 times

Q007

Ask if Q004a = 5 or Q004b = 5 or Q001 = 5 or Q002 =4 or Q003You mention how you generally don't participate in telephone interviews. Would you be willing to complete the questionnaire in an online version instead?

[if Q001 = 5 or Q002 =4 or Q003 = 5]

The online version should be completed by the person who knows best about health and safety in this establishment.

Interviewer: Add as necessary: - If you agree, I will email you an invitation to complete the online version. It will take about 20 minutes to complete and you can take the survey on any internet connected device including a smartphone. - The survey is conducted on behalf of the European Agency for Safety and Health at Work. The Agency is an autonomous body of the European Union that provides information to improve health and safety at work. - The questions are about health and safety policies and practices in your establishment. - Good health and safety at work is an increasingly important issue and is a key factor in the success of the European economy. Participation in the survey will help to provide better information and assistance to establishments. This contributes to improving safety measures and health protection of employees. - Results will be used to support workplaces and to improve legislation. - Details are available online at the esener.eu website. First results will be published there at the beginning of 2025

- | | | |
|---|--|-------|
| 1 | Yes | |
| 2 | No (general refusal or not a person who knows about health and safety) | END1x |
| 9 | No answer | END1x |

Ask only if size=1 and Q007 = 1

Q007size

Before I ask you for an email address for this purpose: Does the establishment at this address have at least 5 employees? Interviewer: add if necessary: With employees we mean all people on the payroll of the establishment, i.e. those directly employed by the company or organization. Each part-time worker is to be counted as 1 person (headcount).

- | | | |
|---|-----------|------------|
| 1 | Yes | go to Q008 |
| 2 | No | END3 |
| 9 | No answer | go to Q008 |

Ask only if (size = 2,3,4 and Q007 = 1) or Q007_size = 1,9 or Q020=1 or Q031=2

Q008

Would you please be so kind as to give me your email address so that we can send you the online version of the questionnaire?

- | | | |
|---|----------------------|------------------|
| 1 | Email address: _____ | Send CAWI invite |
| 9 | Refused | END1x |

Add hidden variable CAWI_sent to track that this question has been asked

Ask only if Q008 = 1

Q009

Would you be so kind as to also give us a name and direct phone number we can contact if any questions about the participation in the online interview arise?

- 1 Full name: _____(mandatory)
- 2 Direct phone number: _____(mandatory)
- 9 Refuses to provide this information

Scripter: the online link should be sent to this ID/email, opening at the first relevant screen for CAWI completion

Section 2: Reminder and other call backs

Asked if "Survey_method" = 2

Ask if "Sample_var7=1"

Q020: Cawi Reminder

Good morning / afternoon. My name is ... from (INSTITUTE) in (location of institute).

[If information on the name of the target person is available (Q009)]

Are you Mr/Mrs {#Q20_Name_INS}?

[If information on the name of the target person is not available (Q009)]

Are you the person who is responsible for health and safety at this establishment?

[If information on the name of the target person is available (Q009)]

Some weeks ago, we contacted you by telephone in order to ask for your participation in the European survey on health and safety at work. Since you preferred to receive the questionnaire online, we sent you a personalised link for the questionnaire to the address you indicated. {#Q20_Mail_INS}

Scripter show e-mail address recorded in Q008

[If information on the name of the target person is not available (Q009)]

Some weeks ago, we contacted your establishment by telephone in order to ask for participation in the European survey on health and safety at work. The person we contacted at this address preferred to receive the questionnaire online. We therefore sent a personalised link for the questionnaire to the indicated address. {#Q20_Mail_INS}

Scripter show e-mail address recorded in Q008

Unfortunately, we have not received the completed questionnaire so far. Though participation is of course voluntary, we would very much appreciate your participation. May we therefore kindly ask you to complete the online questionnaire within the next 5 working days? Alternatively, we can again offer you to conduct the interview over the telephone, either right now or at the day and time that suits you best.

5	Appointment for later call//Respondent names another person to call	close link, start from Q020 next call
1	Target person is willing to complete the interview online, send link again	go to Q008
2	Target person is ready to conduct the interview by phone right now	go to Q050_filt
3	Appointment for conducting the telephone interview made	close link, start from Q003 next call
4	Refusal, not to be contacted any more	END1x

Asked if "Survey_method" = 2

Ask if "Sample_var7=2"

Q031: call back wrong mail address

Good morning / afternoon. My name is ... from (INSTITUTE) in (location of institute).

[If information on the name of the target person is available (Q009)]

Are you Mr/Mrs {#Q20_Name_INS}?

[If information on the name of the target person is not available (Q009)]

Are you the person who is responsible for health and safety at this establishment?

[If information on the name of the target person is available (Q009)]

Recently, we contacted you by telephone in order to ask for your participation in the European survey on health and safety at work. Since you preferred to receive the questionnaire online, we sent you a personalised link for the questionnaire to the address you indicated. {#Q20_Mail_INS}

Scripter show e-mail address recorded in Q008

[If information on the name of the target person is not available (Q009)]

Recently, we contacted your establishment by telephone in order to ask for participation in the European survey on health and safety at work. The person we contacted at this address preferred to receive the questionnaire online. We therefore sent a personalised link for the questionnaire to the indicated address. {#Q20_Mail_INS}

Scripter show e-mail address recorded in Q008

Unfortunately, due to an incorrectly recorded e-mail address our e-mail couldn't be delivered. May we therefore kindly ask you again to give us your e-mail address?

- | | | |
|---|---|---------------------------------------|
| 1 | Appointment for later call//Respondent names another person to call | close link, start from Q030 next call |
| 2 | Yes | go to Q008 |
| 9 | Refused | END1x |

Section 3: Special Screening Questions

Q050_Filt (E2#FILT050)

Scripter create a hidden variable Q050_Filt

1 if Sample_var3=1 and Sample_var4 =1

2 if Sample_var3=1 and Sample_var4 =2 or 3

3 if Sample_var3=2

Asked if "Survey_method" = 2

Ask only if Sample_var3= 1

Q050 (E3, E2=Q050)

Is this establishment a single organization, or is it one of several establishments at different locations in Malta belonging to the same company or organisation?

- | | |
|--|------------|
| 1 A single company or organisation | go to Q102 |
| 2 One of a number of different establishments the organisation has in this country | go to Q051 |
| 8 Don't know | go to Q102 |
| 9 No answer | go to Q102 |

Ask only if Q050 = 2 and Q050_Filt = 1

Q050 (E3, E2=Q050)

Roughly how many employees does this company or organisation have in Malta in total? Please add up the number of employees from all local establishments, including the headquarters.

Interviewer: probe if necessary for best estimate. Add if necessary: With employees we mean all people on the payroll of the establishment, i.e. those directly employed by the company or organization. Each part-time worker is to be counted as 1 person (headcount).

_____ (Max = 99990)

99999 ##No answer

Ask only if Q050 = 2 and Q050_Filt = 1

Q052 (E3,E2=Q051)

Approximately how many different establishments with 5 or more employees – including the headquarters – does your company or organisation have in Malta?

Interviewer: Enter "0" if none of the establishments has 5 or more employees. If the precise number of establishments is not known, a guess will be sufficient. Only employees on the payroll of the company or organisation are to be counted, no temporary agency workers or subcontracted workers.

_____ (Max = 998)

99999 ##

Scripter If value 0 in Q052 close the script - END3

Ask only if Q052 >= 1

Q053 (E3=Q053, E2=Q052a)

Does the establishment at this address have at least 5 employees?

- | | |
|----------------------|----------------------|
| 1 Yes | If Q052=1 go to Q102 |
| 2 No | |
| 9 Don't know/Refused | END4 |

Ask only if Q052 > 1

Q054 (E3=Q054)

Could you please tell me the size of the other establishments? About how many of these have...

Interviewer: Enter "0" if there are no establishments in a size-class. Enter "999" if the respondent doesn't know the number of establishments in a size-class.

Interviewer: the total amount of establishments {#Q054_INS}

Scripter: if Q053=1, show the value XX calculated as Q52-1

Scripter: if Q053=2 or 3, show the value XX calculated as Q52

		Number of establishments	# # Don't know
_1	5 to 9 employees	_____	999
_2	10 to 49 employees	_____	999
_3	50 to 249 employees	_____	999
_4	250 or more employees	_____	999

Scripter: add check on sum of number of establishments added (exclude value '999'), it should be equal to the value added in Q052 plus/minus 5.

If not correct, pls show error message The total amount of establishments should match the answer from the previous questions.

If at least 1 of the entered values is 999, the respondent should be able to proceed as long as the values entered (excluding '999') is maximum higher by 5 than the check (but in those cases it doesn't need to entirely match)

Ask only if Q052 = 2 and Q053 = 1 and not all Q054_1 to Q054_4 = 0 or 999

Q055a (E3=Q055a)

We would very much like to conduct an interview with you. For statistical reasons, it is however very important for our study to conduct further interviews at different sites of multi-site organisations in order to represent their situation adequately. Would you be so kind as to give us the name and telephone number

of the other establishment with 5 or more employees so that we can contact it afterwards for an additional interview?

- 1 Information about additional respondent obtained
- 2 Ask again at the end of the interview (respondent first wants to answer the interview)
- 9 Refused

Ask only if Q052 >= 3 and Q052 <= 5 and Q053 = 1 and not all Q054_1 to Q054_4 = 0 or 999

Q055b (E3=Q055b)

Scripter: {{size-class}} for this and all the following questions = a random selection of size-class from Q054. Exclude from random selection size-class with answer options 0 or 999

We would very much like to conduct an interview with you. For statistical reasons, it is however very important for our study to conduct further interviews at different sites of multi-site organisations in order to represent their situation adequately

[If selected size class includes 1 establishment]

For contacting it afterwards for an additional interview, could you please give us the name and telephone number of the establishment with 5 or more employees within the size-class: {#Q054_Ran}?

[If selected size class includes more than 1 establishment – random selection from 2 sentences below]

For contacting it afterwards for an additional interview, could you please give us the name and telephone number of the smallest establishment within the size-class: {#Q054_Ran}?

For contacting it afterwards for an additional interview, could you please give us the name and telephone number of the largest establishment within the size-class: {#Q054_Ran}?

- 1 Information about additional respondent obtained
- 2 Ask again at the end of the interview (respondent first wants to answer the interview)
- 9 Refused

Ask only if Q052 > 5 and Q053 = 1 and not all Q054_1 to Q054_4 = 0 or 999

Q055c (E3=Q055c)

We would very much like to conduct an interview with you. For statistical reasons, it is however very important for our study to conduct further interviews at different sites of multi-site organisations in order to represent their situation adequately. For contacting them afterwards for additional interviews, could you please give us the name and telephone number of the smallest and the largest establishment within the size-class: {#Q054_Ran}?

- 1 Information about additional respondent obtained
- 2 Ask again at the end of the interview (respondent first wants to answer the interview)
- 9 Refused

Ask only if Q052 = 1 and Q053 = 2

Q055d (E3=Q055d)

In this case, this establishment is unfortunately not eligible for the interview because our study is conducted only in establishments with at least 5 employees. Would you please give us the name and telephone number of the establishment with 5 or more employees?

- 1 Information about additional respondent obtained
- 9 Refused

Ask only if Q052 = 2 and Q053 = 2 and not all Q054_1 to Q054_4 = 0 or 999

Q055e (E3=Q055e)

In this case, this establishment is unfortunately not eligible for the interview because our study is conducted only in establishments with at least 5 employees. But we would very much like to interview the two establishments of your company that have at least 5 employees. Would you please be so kind as to give us their names and telephone numbers so that we can ask them for an interview?

- 1 Information about additional respondent obtained
- 9 Refused

Ask only if Q052 >= 3 and Q052 <= 5 and Q053 = 2 and not all Q054_1 to Q054_4 = 0 or 999

Q055f (E3#Q055f)

In this case, this establishment is unfortunately not eligible for the interview because our study is conducted only in establishments with at least 5 employees. But we would very much like to interview two establishments of your company that have at least 5 employees. For contacting them afterwards for additional interviews, could you please give us the name and telephone number of the smallest and the largest establishment?

- 1 Information about additional respondent obtained
- 9 Refused

Ask only if Q052 > 5 and Q053 = 2 and not all Q054_1 to Q054_4 = 0 or 999

Q055g (E3=Q055g)

In this case, this establishment is unfortunately not eligible for the interview because our study is conducted only in establishments with at least 5 employees. But we would very much like to interview two establishments of your company that have at least 5 employees. For contacting them afterwards for additional interviews, could you please give us the name and telephone number of the smallest and the largest establishment within the size-class: {#Q054_Ran}?

- 1 Information about additional respondent obtained
- 9 Refused

Ask only if Q053 = 1 and Q054_1 to Q054_4 = ALL 0 or 999

Q055h (E3=Q055h)

We would very much like to conduct an interview with you. For statistical reasons, it is however very important for our study to conduct further interviews at different sites of multi-site organisations in order to represent their situation adequately. For contacting it afterwards for an additional interview, could you please give us the name and telephone number of an establishment with 5 or more employees?

- 1 Information about additional respondent obtained
- 2 Ask again at the end of the interview (respondent first wants to answer the interview)
- 9 Refused

Ask only if Q052>1 and Q053 = 2 and Q054_1 to Q054_4 = ALL 0 or 999

Q055i (E3=Q055i)

In this case, this establishment is unfortunately not eligible for the interview because our study is conducted only in establishments with at least 5 employees. But we would very much like to interview an establishment of your company that has at least 5 employees. For contacting it afterwards for an additional interview, could you please give us the name and telephone number of an establishment with 5 or more employees?

- 1 Information about additional respondent obtained
- 9 Refused

Ask only if Q055a=1 or Q055b=1 or Q055c=1 or Q055d=1 or Q055e=1 or Q055f=1 or Q055g=1 or Q055h=1 or Q055i=1 or Q403=1

Q081_adr1 (E3=Q081_adr1)

[If Q055a=1 or Q055d=1 or Q055e=1]

Interviewer: Please take up address

[If Q055b=1 or Q055c=1 or Q055f=1 or Q055g=1 or Q055h=1 or Q055i=1 or (Q403=1 and Q052>5)]

Interviewer: Please take up first address

Interviewer: You are currently calling number: {#PhoneNumber}. Please enter the phone number of the establishment in exactly the same format.

Scripter: Check that the entered phone number is not 0, does not contain letters, is not the same as <PhoneNumber>, check the phone number is in the defined, country specific format.

- 1 Telephone number of selected establishment (including city code): *Open (mandatory)
- 2 Name and location of the establishment (if available): *Open (mandatory)
- 3 Name of potential respondent in that establishment (if available): *Open
- 4 Refused *Exclusive

The record picked up in Q081_adr1 is to be included in sample Batch25 & Sample_var4 =2

Ask only if Q055c=1 or Q055e=1 or Q055f=1 or Q055g=1 or Q055i=1 or (Q403=1 and Q052>5)

Q081_adr_2 (E3=Q081_adr2)

Interviewer: Please take up second address Interviewer: You are currently calling number: {#PhoneNumber}. Please enter the phone number of the establishment in exactly the same format

Scripter: Check that the entered phone number is not 0, does not contain letters, is not the same as <PhoneNumber>, is not the same as the phone number entered in Q081_adr_1, check the phone number is in the defined, country specific format

- 1 Telephone number of selected establishment (including city code): *Open (mandatory)
- 2 Name and location of the establishment (if available): *Open (mandatory)
- 3 Name of potential respondent in that establishment (if available): *Open
- 4 Refused *Exclusive

The record picked up in Q082_adr1 is to be included in sample Batch25 & Sample_var4 =3

Section 4: Introductory questions

Ask only if ('Survey_method' =2 and Sample_var3= 2) or 'Survey_method' =1

Q100 (E3=Q100, E2=Q102)

Is this establishment a single organisation, or is it one of several establishments at different locations in Malta belonging to the same company or organisation?

- 1 A single company or organisation
- 2 One of a number of different establishments the organisation has in this country
- 8 # #Don't know
- 9 # #No answer

Ask only if Q100 = 2

Q101a (E3=Q101a, E2=Q103a)

Is this the head office or is it a subsidiary site?

- 1 Head office
- 2 Subsidiary site
- 9 # #No answer

Ask only if Q050 = 2

Q101b (E3=Q101b, E2=Q103b)

May I confirm once again: Is this the head office of your company or organisation or is it a subsidiary site?

- 1 Head office
- 2 Subsidiary site
- 9 # #No answer

Asked all in both survey methods

Q102 (E3=Q102)

How many employees are currently on the payroll of this establishment?

[If Q050=2 or Q100=2]

Please refer to this local establishment only.

Interviewer: probe if necessary for best estimate. Add if necessary: With employees on the payroll we mean those persons who are directly employed by your company or organisation. Each employee is counted as one person, regardless of whether they are working full-time or part-time (= headcount). Employees with temporary contracts are to be included if they hold a direct work contract with the interviewed company/organization at the time of the interview.

----- [Min = 1 | Max = 99995]

99999

#Don't know

go to Q102a

If value 0,1,2,3,4 in Q102 - END3

Count quota on company size based on the answer in Q102

1 (5-9 employee), 2 (10-49 employees), 3 (50-249 employees), 4 (250+ employees)

Ask only if Q102 = 99999

Q102a

IF "Survey_method" = 1:

How many employees are currently on the payroll of this establishment?

[If Q050=2 or Q100=2]

Please refer to this local establishment only.

IF "Survey_method" = 2:

Interviewer: Add as necessary: How many employees are currently on the payroll of this establishment?

[If Q050=2 or Q100=2]

Please refer to this local establishment only.

Interviewer: probe if necessary for best estimate. Add if necessary: With employees on the payroll we mean those persons who are directly employed by your company or organisation.

Each employee is counted as one person, regardless of whether they are working full-time or part-time (= headcount). Employees with temporary contracts are to be included if they hold a direct work contract with the interviewed company/organization at the time of the interview.

1

END3

2

3

4

5

6

9 Don't know

END3

If value 1 or 9 in Q102a - END3

Count quota on company size based on the answer in Q102a

1 (5-9 employee), 2 (10-49 employees), 3 (50-249 employees), 4 (250+ employees)

Q104 (E3=Q104, E2#Q17)

Do any of the employees have difficulties understanding the language spoken at your premises?

- 1 Yes
- 2 No
- 9 # #No answer

Q106 (E3#Q106, E2#Q111)

Do any of the employees regularly work from home, as in working remotely or hybrid working?

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q106 = 1

Q106x

Have employees in your establishment been consulted about working from home practices?

Interviewer: add if necessary: By 'consulted' we mean discussions with employees in ways that allow them some chance to express their own views, concerns and suggestions.

- 1 Yes
- 2 No
- 9 # #No answer

Q107

And do any of the employees work anywhere else outside the premises of the establishment?

Interviewer: add if necessary: With this, we mean for example work on the premises of clients, on agricultural fields or in public spaces

- 1 Yes
- 2 No
- 9 # #No answer

Q108

According to the information in the database, this establishment belongs to the sector {#Q108_INS}. Is this correct?

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q108 = 2,9

Q109 (E3#Q109)

NA

01 - Show list of NACE1 with extension to NACE2 rev2 digit Code + description with expand option
99 to read NACE3rev list (= 3 digits)

998 # #Don't know

999 # #No answer

END3

Scripter: screenout if sector = T or U

Count quota on company sector based on the answer in Q108 and Q109 1 (A), 2(B,D,E,F), 3(C), 4(G,H,I,R), 5 (J,K, L, M, N, S), 6 (O), 7(P), 8(Q)

Ask only if Q109 = 998

Q110 (E3=Q110)

Could you please describe the main activity in a few words so that we can classify it afterwards?

1 Open answer: _____

9 No answer

END3

Scripter: respondents with an answer in Q110=1 should be able to proceed and complete the interview. Pls add a value 'missing' to sector – we'll regularly give a code to those missings

Q112 (E3#Q112, E2=Q115)

In about which year did this establishment start to operate? Please include time at previous locations or under a different ownership.

Scripter: Show interviewer instruction only if "Survey_method" = 2

Interviewer: Enter the named year in the box. If respondent cannot spontaneously name the year of foundation, tick "don't know" and read out the categories appearing on the screen!

_____ [Min = 1500 | Max = 2024]

9998 Don't know

9999 No answer

Ask only if Q112 = 9998

Q112x (E3#Q112x, E2#Q115x)

Could you please give me your best estimate using the following time periods?

1 Before 1990

2 1990 to 2019

3 After 2019

9 # #No answer

Ask only if Q102 < 50 or Q102a = 2,3,4

Q115

If your establishment works with suppliers, clients or other organisations, do they specifically require you to meet particular health and safety requirements?

- 1 Yes
- 2 No
- 8 # #Not applicable: the establishment doesn't work with suppliers, clients or other organisations
- 9 # #No answer

Q113 (E3=Q113, E2=Q100)

What is your function in this establishment? Are you...

Interviewer: Multiple answers possible

- _1 The owner or a partner of this firm
- _2 The managing director, site or branch manager
- _3 Another manager
- _4 The health and safety officer
- _5 An employee representative in charge of health and safety or
- _6 An employee representative in charge of health and safety or
- _7 # #An external health and safety consultant *Exclusive
- _9 # #No answer *Exclusive

Section 5: Day-to-day OSH management I: OSH expertise and general policy

Q150 (E3=Q150, E2=Q157)

The next questions are about how health and safety is organised at your establishment. Does your establishment arrange regular medical examinations to monitor the health of employees?

Interviewer: add if necessary: Both obligatory and voluntary examinations are meant here.

- 1 Yes
- 2 No
- 9 # #No answer

Q151 (E3=Q151, E2=Q150))

What health and safety services do you use, be it in-house or contracted externally?

		Yes	No	# #No answer
		1	2	9
_1	An occupational health doctor	☐	☐	☐
_2	A psychologist	☐	☐	☐
_3	An expert dealing with the ergonomic design and set-up of workplaces	☐	☐	☐
_4	A generalist on health and safety	☐	☐	☐
_5	An expert for accident prevention	☐	☐	☐

Q152 (E3=Q152)

In the last 3 years: Has your establishment used the services of any external provider to support you in your health and safety tasks?

[If (Q112 >2021 and ≤ 2024) or Q112x=3]

Interviewer: If the establishment exists for less than 3 years, for this and other questions about a 3-year period, reference should be made to the time since the establishment started to operate.

- 1 Yes
- 2 No
- 9 # #No answer

Q154 (E3=Q154, E2=Q165)

Has your establishment been visited by the Inspectorate for Health and Safety at Work in the last 3 years in order to check health and safety conditions?

Interviewer: add if necessary: By Inspectorate for Health and Safety at Work we mean a government body or agency responsible for enforcing laws and regulations concerning health and safety conditions at work.

- 1 Yes
- 2 No
- 9 # #No answer

Q155 (E3=Q155, E2#Q155)

Does your establishment have a document in place that explains responsibilities or procedures on health and safety?

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q155 = 1

Q156 (E3=Q156)

Is this document available to the people working in the establishment?

- 1 Yes
- 2 No
- 3 Yes, but only on demand
- 9 # #No answer

Q157 (E3=Q157, E2=Q158)

Does your establishment take any of the following measures for health promotion among employees?

		Yes	No	# #No answer
		1	2	9
_1	Raising awareness about healthy nutrition	☐	☐	☐
_2	Raising awareness on the prevention of addiction, e.g. to smoking, alcohol or drugs	☐	☐	☐
_3	Promotion of sports activities outside of working hours	☐	☐	☐
_4	Promotion of back exercises, stretching or other physical exercise at work	☐	☐	☐

Q158x (E3#Q158)

Does your establishment keep a record of...

		Yes	No	# #No answer
		1	2	9
_1	Employees' absences due to sickness	☐	☐	☐
_2	Work related accidents	☐	☐	☐

Q159 (E3=Q159)

[If Q158x_1=2,9]

Could you nevertheless roughly estimate:

Has absence due to sickness rather increased, rather decreased or stayed about the same over the last 3 years?

[If (Q112>2021 and ≤2024) or Q112x=3]

Interviewer: If the establishment exists for less than 3 years, for this and other questions about a 3-year period, reference should be made to the time since the establishment started to operate.

Interviewer: add if necessary: If the respondent is not sure about the development of the sickness absence, ask for a rough estimate. If the development of sickness absence has not explicitly been raised as a problem or an achievement in the reference period, the correct answer will mostly be "stayed about the same"

- 1 Rather increased
- 2 Rather decreased
- 3 Stayed about the same
- 8 # #Don't know
- 9 # #No answer

Q160 (E3#Q160)

And has absence due to work-related accidents rather increased, rather decreased or stayed about the same over the last 3 years?

[If Q158x_2=2,9] A rough estimate is fine.ESNER 1

- 1 Rather increased
- 2 Rather decreased
- 3 Stayed about the same
- 4 No work-related accidents occurred over the last 3 years
- 8 # #Don't know
- 9 # #No answer

Ask only if Q102 >= 50 and Q102 <= 99995 or Q102a = 5 or 6

Q161 (E3, E2=Q161))

Is there a procedure to support employees returning to work after a long-term sickness absence?
{#Q161_INS}

Interviewer: add if necessary: If the establishment has not had any returners from long-term sickness absence so far, we want to know whether or not a procedure has been set up for the event of such cases.

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6

Q162 (E3, E2=Q162)

In your establishment, are health and safety issues discussed at the top level of management regularly, occasionally or practically never?

- 1 Regularly
- 2 Occasionally
- 3 Practically never
- 4 # # [If Q102<50 or Q102a=4] Not applicable
- 9 # # No answer

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6

Q163 (E3, E2=Q163)

Do the team leaders and line managers in your establishment receive any training on how to manage health and safety in their teams?

- 1 Yes
- 2 No
- 3 # # Just some of them
- 9 # # No answer

Ask only if Q113 = 3,4,5,6,9 and NOT Q113 = 1,2

Q164a (E3, E2=Q164a)

Have you personally received any training on how to manage health and safety?

- 1 Yes
- 2 No
- 9 # # No answer

Ask only if Q113 = 1,2

Q164b (E3, E2=Q164b)

Have you personally received any training on how to manage health and safety in your establishment?

- 1 Yes
- 2 No
- 9 # # No answer

Section 6: (Traditional) health and safety risks in the establishment

Q200 (E3=Q200)

Depending on the type of work there are different types of risks and hazards. Please tell me for each of the following risk factors whether it is present or not in your establishment, regardless of whether it is currently under control and regardless of the number of employees it affects.

		Yes	No	# #No answer
		1	2	9
_1 (E2=Q200_2)	Lifting or moving people or heavy loads	☐	☐	☐
_2 (E2=Q200_4)	Repetitive hand or arm movements	☐	☐	☐
_3 (E2#Q200_1)	Prolonged sitting	☐	☐	☐
_4 (E2#Q200_1)	Tiring or painful positions	☐	☐	☐
_5 (E2=Q200_3)	Loud noise	☐	☐	☐
_6 (E2=Q200_5)	Heat, cold or draught	☐	☐	☐
_7 (E2=Q200_6)	Risk of accidents with machines or hand tools	☐	☐	☐
_8 (E2=Q200_7)	Risk of accidents with vehicles in the course of work but not on the way to and from work	☐	☐	☐
_9 (E2=Q200_8)	Chemical or biological substances in the form of liquids, fumes or dust	☐	☐	☐
_10 (E2=Q200_9)	Increased risk of slips, trips and falls	☐	☐	☐

Q201 (E3#Q201)

There may also be risks resulting from the way work is organised, from social relations at work or from the economic situation. Please tell me for each of the following risks whether or not it is present in the establishment:

		Yes	No	# #No answer
		1	2	9
_1 (E2=Q201_1)	Time pressure	☐	☐	☐
_2 (E2=Q201_2)	Poor communication or cooperation within the organisation	☐	☐	☐
_3 (E2#Q201_3)	Fear of job loss	☐	☐	☐
_4 (E2=Q201_5)	Having to deal with difficult customers, patients, pupils ect.	☐	☐	☐
_5 (E2=Q201_6)	Long or irregular working hours	☐	☐	☐

Q202 (E3=Q202)

Has your establishment in the last 3 years taken any of the following measures?

		Yes	No	# # No answer
		1	2	9

_1 (E2#Q308_1)	[If Q200_1=1] Provision of equipment to help with the lifting or moving of loads or other physically heavy work	☐	☐	☐
_2 (E2#Q308_2)	[If Q200_1=1] Rotation of tasks to reduce repetitive movements or physical strain	☐	☐	☐
_3 (E2#Q308_3)	Encouraging regular breaks for people in uncomfortable or static postures including prolonged sitting	☐	☐	☐
_4 (E2#Q308_4)	Provision of ergonomic equipment, such as specific chairs or desks	☐	☐	☐
_5	The option for people with health problems to reduce working hours	☐	☐	☐

Section 7: Day-to-day OSH management Part II: Risk Assessments

Q250 (E3, E2=Q250)

Does your establishment regularly carry out workplace risk assessments?

Interviewer: add if necessary: It might include a general workplace risk assessment or more specific assessments of risks from: falls, accidents, moving vehicles or machines, electrical installations and equipment, fire and explosion, exposure to chemical/ biological hazards, noise or vibrations, manual handling, ergonomic, stress, bullying, harassment, violence, etc

- 1 Yes
- 2 No
- 9 # No answer

Ask only if Q250 = 1

Q251 (E3, E2=Q251)

Are workplace risk assessments mainly conducted by internal staff or are they contracted to external service providers?

- 1 Conducted mainly by internal staff
- 2 Contracted mainly to external providers
- 8 # Both about equally
- 9 # No answer

Ask only if Q250 = 1

Q252 (E3#Q252)

Which of the following aspects are routinely evaluated in these workplace risk assessments?

[Only for item Q252_11]

Interviewer if necessary: Smart applications may include things like Chat GPT, chatbots, virtual assistants and speech recognition for example.

Scripter: item 12 only asked if country = CH

		Yes	No	# # No answer
		1	2	9
<u>1</u> (E2=Q252_1)	The safety of machines, equipment and installations	☐	☐	☐
<u>2</u> (E2=Q252_2)	[If Q200_9=1] Dangerous chemical or biological substances	☐	☐	☐
<u>3</u> (E2=Q252_3)	Work postures, physical working demands and repetitive movements	☐	☐	☐

<u>4</u> (E2=Q252_4)	Exposure to noise, vibrations, heat or cold	☐	☐	☐
<u>5</u> (E2=Q252_5)	Supervisor-employee relationships	☐	☐	☐
<u>6</u> (E2=Q252_6)	Organisational aspects such as work schedules, breaks or work shifts	☐	☐	☐
<u>10</u>	Use of digital technologies	☐	☐	☐
	NA			
<u>12</u>	[If Country=CH] NA	☐	☐	☐

Ask only if Q250 = 1 and Q106 = 1

Q253 (E3=Q253, E2#Q253a)

Do workplace risk assessments cover workplaces at home?

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q250 = 1 and Q107 = 1

Q254 (E3=Q254)

[If Q106=1]

Do workplace risk assessments cover other workplaces outside the premises of the establishment?

[If Q250=1 and Q107=1 and Q106 NOT =1]

Do workplace risk assessments cover workplaces outside the premises of the establishment?

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q250 = 1

Q256 (E3=Q256, E2=Q254)

In what year was the last workplace risk assessment carried out?

Interviewer: Stress as necessary: A rough estimate of the year is sufficient, no need to look up the date.
Interviewer: add if necessary: Reviews of former risk assessments are to be counted here if they consist in gathering new information from the workplace.

----- (Min = 1970 | Max = 2024)

9998 # #Don't know

9999

#No answer

Ask only if Q250 = 1

Q258 (E3=Q258, E2=Q258b)

If measures have to be taken following a workplace risk assessment: Are the employees usually involved in their design and implementation?

Interviewer: add if necessary: By 'involve' we mean consult with employees about arrangements for safety and health in ways that allow them the opportunity to express their own views, concerns and suggestions.

- 1 Yes
- 2 No
- 8 # #That depends on the type of measures
- 9 # #No answer

Ask only if Q250 = 2

Q260 (E3=Q260, E2=Q261)

Are there any particular reasons why workplace risk assessments are not regularly carried out? Please tell me for each of the following whether it applies to your establishment or not?

		Yes	No	# # No answer
		1	2	9
_1	the hazards and risks are already known anyway	☐	☐	☐
_2	there are no major problems	☐	☐	☐
_3	the procedure is too burdensome	☐	☐	☐
_4	the necessary expertise is lacking	☐	☐	☐

Ask only if Q250 = 2

Q261 (E3=Q261, E2=Q262)

Are any other measures taken to check for health and safety in the establishment?

- 1 Yes
- 2 No
- 9 # #No answer

Q262 (E3=Q262)

In your establishment, how important are the following reasons for addressing health and safety? For each reason, please tell me whether it is a major reason, a minor reason or not a reason at all.

		Major reason	Minor reason	Not a reason	# # No answer
		1	2	3	9
<u>1</u> (E2=Q264_1)	Fulfilling legal obligation	☐	☐	☐	☐
<u>2</u> (E2=Q264_2)	Meeting expectations from employees or their representatives	☐	☐	☐	☐
<u>3</u> (E2=Q264_4)	Maintaining or increasing productivity	☐	☐	☐	☐
<u>4</u> (E2=Q264_5)	Maintaining the organisation's reputation	☐	☐	☐	☐
<u>5</u> (E2=Q264_6)	Avoiding fines and sanctions from the Inspectorate for Health and Safety at Work	☐	☐	☐	☐

Q263 (E3=Q263)

What are the main difficulties in addressing health and safety in your establishment? Please tell me for each of the following options whether it is a major difficulty, a minor difficulty, or not a difficulty at all.

		Major difficulty	Minor difficulty	Not a difficulty	# # No answer
		1	2	3	9
<u>1</u>	A lack of time or staff	☐	☐	☐	☐
<u>2</u>	A lack of money	☐	☐	☐	☐
<u>3</u>	A lack of awareness among staff	☐	☐	☐	☐
<u>4</u>	A lack of awareness among management	☐	☐	☐	☐
<u>5</u>	A lack of expertise or specialist support	☐	☐	☐	☐
<u>6</u>	The paperwork	☐	☐	☐	☐
<u>7</u>	The complexity of legal obligations	☐	☐	☐	☐

Section 8: New risks: Psychosocial risks and digitalisation

T300

The following questions are about psychosocial risks such as work-related stress or violence.

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6

Q300 (E3, E2=Q300)

Does your establishment have an action plan to prevent work-related stress?

Interviewer: add if necessary: Work-related stress is experienced when the demands of the work exceed the employees' ability to cope with or control them. If stress is considered as not prevalent in the establishment, we nevertheless like to know whether procedures are in place in case that stress might become an issue.

- 1 Yes
- 2 No
- 9 #No answer

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6

Q301 (E3, E2=Q301)

Is there a procedure in place to deal with possible cases of bullying or harassment? Bullying or harassment occurs when employees or managers are abused, humiliated or assaulted by colleagues or superiors.

Interviewer: add if necessary: If bullying or harassment is considered as not prevalent in the establishment, we nevertheless like to know whether procedures are in place in case that these might become an issue.

- 1 Yes
- 2 No
- 9 #No answer

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6 and Q201_4 = 1

Q302 (E3, E2=Q302)

And is there a procedure to deal with possible cases of threats, abuse or assaults by clients, patients, pupils or other external persons?

Interviewer: add if necessary: If such threats, abuse or assaults are not prevalent in the establishment, we nevertheless like to know whether procedures are in place in case that it might become an issue.

- 1 Yes
- 2 No
- 9 #No answer

Ask only if Q102 >= 20 and Q102 <= 99995 or Q102a = 4,5, 6

Q303a (E3=Q303a)

Has an employee survey including questions on work-related stress been conducted in your establishment in the last 3 years?

[If (Q112>2021 and ≤2024) or Q112x=3]

Interviewer: If the establishment exists for less than 3 years, for this and other questions about a 3-year period, reference should be made to the time since the establishment started to operate.

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if Q102 < 20 or Q102a = 2,3

Q303b (E3=Q303b)

Have employees been involved in identifying possible causes for work-related stress, like time pressure or difficult clients?

- 1 Yes
- 2 No
- 9 # #No answer

Q304 (E3#Q304)

In the last 3 years, has your establishment used any of the following measures to prevent psychosocial risks?

Interviewer: add if necessary: With psychosocial risks we mean health risks such as work-related stress, bullying, harassment or violence at the workplace.

Scripter: items 6-9 only asked if country = CH

		Yes	No	# # No answer
		1	2	9
<u>1</u> (E2=Q303_1)	Reorganisation of work in order to reduce job demands and work pressure	☐	☐	☐
<u>2</u> (E2=Q303_2)	Confidential counselling for employees	☐	☐	☐
<u>3</u>	Training on conflict resolution	☐	☐	☐
<u>4</u> (E2=Q303_4)	Intervention if excessively long or irregular hours are worked	☐	☐	☐
<u>5</u>	Allowing employees to take more decisions on how to do their job	☐	☐	☐

_6		☐	☐	☐
_8		☐	☐	☐
_9		☐	☐	☐

Ask only if any of Q304_1 to Q304_5 =1

If country = CH: ask only if any of Q304_1 to Q304_9 = 1

Q305

Were the measures taken triggered by concrete problems with stress, bullying, harassment or violence in the establishment?

- 1 Yes
- 2 No
- 8 # #Partly
- 9 # #No answer

Ask only if any of Q304_1 to Q304_5 = 1

If country = CH: ask only if any of Q304_1 to Q304_9 = 1

Q306 (E3#Q306, E2=Q305)

Did the employees have a role in the design and set-up of measures to address psychosocial risks?

Interviewer: add if necessary: By 'role' we mean participating in task specific discussions, brainstorming sessions, surveys, suggestion boxes, document feedback etc

- 1 Yes
- 2 No
- 9 # #No answer

Ask only if any of Q201_1 to Q201_5 = 1

Q307 (E3=Q307)

Considering the situation in your establishment: Are psychosocial risks easier or more difficult to address than other risks or is there no big difference?

- 1 Easier
- 2 More difficult
- 3 No big difference
- 8 # #Don't know
- 9 # #No answer

Ask only if Q307 = 2

Q308 (E3=Q308)

What are the main obstacles to dealing with psychosocial risks in your establishment?

		Yes	No	# #No answer
		1	2	9
_1	A lack of awareness among staff	☐	☐	☐
_2	A lack of awareness among management	☐	☐	☐
_3	A lack of expertise or specialist support	☐	☐	☐
_4	Reluctance to talk openly about these issues	☐	☐	☐

Ask only if Q250 = 1

Q309 (E3=Q309, E2#Q307)

You pointed out that your establishment carries out workplace risk assessments. Do you have sufficient information on how to include psychosocial risks in workplace risk assessments?

- 1 Yes
- 2 No
- 9 # #No answer

Q310 (E3#Q310)

We now have a few questions on potential health hazards related to digitalisation. Does your establishment use any of the following digital technologies for work?

		Yes	No	No answer
		1	2	9
_1	Personal computers/desktop at fixed workstations	☐	☐	☐
_2	Laptops, tablets, smartphones or other mobile computer devices	☐	☐	☐
_3	Robots that interact with workers	☐	☐	☐
_4	Machines, systems or computers automatically allocating tasks, working time or shifts to workers /n Interviewer: Add as necessary:(Machines, systems or computers includes hardware and software. Assembly lines are not meant to be included here.)	☐	☐	☐
_5	Machines, systems or computers monitoring workers' performance and/ or behaviour /n Interviewer: Add as necessary:(Machines, systems or computers includes hardware and software.)	☐	☐	☐
_6	Wearable devices, such as smart watches, glasses or personal protective equipment /n Interviewer: Add as necessary:(Mobile phones, tablets and laptops are not meant to be included here, neither are medical instruments used for patient care)	☐	☐	☐
_7	Machines ,systems or computers that use Artificial Intelligence to perform work tasks /n Interviewer: Add as necessary:(Machines, systems or computers includes hardware and software. Artificial Intelligence in this context includes use of computer systems	☐	☐	☐

	and machines to assist or enhance work tasks from automating routine processes to improving decision making)			
--	--	--	--	--

Ask only if any Q310_1 to Q310_7 = 1

Q313

In relation to the use of any of these digital technologies, please tell me for each of the following risk factors whether it is present or not in your establishment, regardless of whether it is currently under control and regardless of the number of employees it affects.

Interviewer: Stress as necessary: Please think about the following risk factors when using any of the digital technologies identified in the previous question.

Scripter: rotate items 1 to 10

		Yes	No	# # No answer
		1	2	9
_1	Increased work intensity	☐	☐	☐
_2	Information overload	☐	☐	☐
_3	Prolonged sitting	☐	☐	☐
_4	Repetitive movements	☐	☐	☐
_5	Lack of ability to work with digital technologies	☐	☐	☐
_6	Blurring boundaries between work and private life	☐	☐	☐
_7	Fear of job loss	☐	☐	☐
_8	Working alone and isolated from colleagues	☐	☐	☐
_9	Loss of worker influence over work pace or processes	☐	☐	☐
_10	Collection of worker data	☐	☐	☐

Ask only if any Q310_1 to Q310_7 = 1

Q314

NA

- 1 Yes
- 2 No
- 9 # # No answer

Section 9: Employee participation in OSH issues

T350

We'll now turn to the role of employees and their representatives in health and safety.

Q350 (E3#Q350)

Which of the following forms of employee representation do you have in this establishment?

		Yes	No	# # No answer
		1	2	9
_1 (E2=Q166_1)	[If not country=CY,SE] /n {{A works council}}	☐	☐	☐
_2 (E2=Q166_2)	[If not country=AT,DE,LU] /n {{A trade union representation}}	☐	☐	☐
_3 (E2=Q166_3)	[If not country=SI, EE] /n {{A health and safety committee}}	☐	☐	☐
_4 (E2=Q166_4)	{{A health and safety representative}}	☐	☐	☐

Ask only if Q350_4 = 1

Q351 (E3=Q351)

Are the health and safety representatives elected by the employees or selected by the employer?

- 1 Elected by the employees
- 2 Selected by the employer
- 8 # # Partly elected by employees, partly selected by employer
- 9 # # No answer

Ask only if any of Q350_1 to Q350_4 = 1

Q352 (E3=Q352, E2#Q350)

How often is health and safety discussed between employee representatives and the management? Do such discussions take place regularly, occasionally or practically never?

- 1 Regularly
- 2 Occasionally
- 3 Practically never
- 8 # # Not applicable
- 9 # # No answer

Ask only if Q352 = 1,2

Q353 (E3=Q353, E2#Q351)

And how often do controversies related to health and safety arise? Is this often, sometimes or practically never the case?

- 1 Often
- 2 Sometimes
- 3 Practically never
- 9 # # No answer

Ask only if Q350_4 = 1

Q354 (E3, E2=Q354)

Are the health and safety representatives provided with any training during work time to help them perform their health and safety duties?

- 1 Yes
- 2 No
- 8 # # Yes, but only some of them
- 9 # # No answer

Q355 (E3#Q355)

[Q350_4=1]

And what about the employees themselves: On which of the following topics does your establishment provide them with training?

[Rest]

On which of the following topics does your establishment provide the employees with training?

		Yes	No	# # No answer
		1	2	9
<u>1</u> (E2=Q356_1)	The proper use and adjustment of their working equipment and furniture	☐	☐	☐
<u>2</u> (E2=Q356_2)	The use of dangerous substances	☐	☐	☐
<u>3</u> (E2=Q356_3)	[If Q200_9=1] /n How to prevent psychosocial risks such as stress or bullying	☐	☐	☐
<u>4</u> (E2=Q356_4)	[If Q200_1=1] /n How to lift and move heavy loads or people	☐	☐	☐
<u>5</u> (E2=Q356_5)	Emergency procedures	☐	☐	☐
<u>6</u>	[If Q106=1 or Q107=1] /n On how to assess mobile or external workplaces on health and safety risks	☐	☐	☐
<u>7</u>	[If any Q310_1 to Q310_7 = 1] /n Routine use of digital technologies	☐	☐	☐

Ask only if Q104 = 1 and any of 355_1 to 355_7 = 1

Q356 (E3, E2=Q357)

Is any of this training also provided in different languages?

- 1 Yes
- 2 No
- 9 # # No answer

Q357 (E3#Q357, E2#Q358)

How often are health and safety issues discussed in staff or team meetings? Regularly, occasionally or practically never?

Interviewer: add if necessary: This should include ad-hoc conversations between employees and those responsible for their supervision and management.

- 1 Regularly
- 2 Occasionally
- 3 Practically never
- 8 # # Not applicable
- 9 # # No answer

Section 11: Final background and assessment questions

If NOT Country = LU, MT, NO, PT, SK, LT, EE, RO, CY, HU, IS, CH

If country = AT, FR, DE – ask to all respondents (adapted on 02/07)

For all other countries ask the question in random 50% of sample

Q401 (E3#Q401, E2#Q453)

May we or another research institute contracted by the European Agency for Safety and Health at Work contact you again within the next two years if we should have any additional questions for a follow-up study based on your answers in this survey?

- 1 Yes, agree
- 2 No, do not agree
- 9 No answer

Ask only if Q401 = 1

Q402 (E3#Q402, E2=Q454)

In order to re-contact you for this purpose, can I ask your name, email address and direct phone number please? Interviewer: You are currently calling number: {#PhoneNumber}. Please enter the phone number of the establishment in exactly the same format.

Refuses to provide this information

_1	Full name:	_____	No answer
_2	Direct phone number:	_____	No answer
_3	Email address:	_____	No answer

Ask only if Q055a = 2 or 9 or Q055b = 2 or 9 or Q055c = 2 or 9 or Q055h = 2 or 9

Q403 (E3#Q403, E2=Q601)

As mentioned in the beginning, it is very important for the survey to conduct interviews at different sites of multi-site organisations. These are unfortunately not listed in any suitable address register. The interviews at the further site(s) will be considerably shorter since the part asking for the structure of the company will not be asked again.

[If Q052=2]

May I ask you again whether you could give us the name and telephone number of the other establishment with 5 or more employees?

[If Q052>2 and <=5] random select this or below sentence

May I ask you again whether you could give us the name and telephone number of the smallest establishment within the size-class: {#\Q054_Ran}?

or

May I ask you again whether you could give us the name and telephone number of the largest establishment within the size-class: {#\Q054_Ran}?

[If Q052>2 and <=5 and if only 1 establishment in selected in size-class]

May I ask you again whether you could give us the name and telephone number of the establishment within the size-class: {#\Q054_Ran}?

[If Q052>5]

May I ask you again whether you could give us the name and telephone number of the smallest and the largest establishment within the size-class: {#\Q054_Ran}?

[If Q055h=2]

May I ask you again whether you could give us the name and telephone number of another establishment with 5 or more employees?

- | | | |
|---|--|-----------------------|
| 1 | ## Information about additional respondent obtained | -> go to
Q081_adr1 |
| 8 | ## Refused because health and safety situation is the same in all establishments of the organisation | |
| 9 | ## Refused | |

Asked if "Survey_method" = 2 & new address picked up in Q081_adr1

Q404 (E3=Q404, E2=Q602)

Interviewer: If in the course of the interview the respondent withdrew his/her allowance to contact a further establishment of this organisation, this needs to be recorded here so that the address can be deleted.

- | | |
|---|---|
| 1 | ## It is still OK to additionally contact other sites |
| 9 | ## Allowance was explicitly withdrawn |

Add hidden variable If Q404_out

Section 12: End texts

Ask if Q001 = 6 or Q002 = 5 or Q003 = 6 or Q004a = 6 or Q004b = 6 or Q005 = 5 or Q006 = 5 or Q007 = 2,9 or Q008 = 9 or Q055d = 9 or Q055e = 9 or Q055f = 9 or Q055g = 9 or Q055i = 9 or Q090 = 2 or Q20a=9 or Q20=4 or Q30=9 or Q31=9 or Q003_online = 6 or Q004_online = 6 END1x:

Thank you for your time, nevertheless. Good bye.

All interviews who receive END1 should NOT be counted as completed interview, should not be included in the quota and receive status 'Refusal'

Ask after Q303ax or after Q303bx

END2x: Thank you for your help. Good bye.

All interviews who receive END2x should NOT be counted as completed interview, should not be included in the quota and receive status 'Refusal'

Ask only if Q001 = 2,4 or Q002 = 3 or Q003 = 2,4 and Q004a = 2 and Q004b = 2 or Q005 = 2,4 or Q006 = 2,4 or Q008 = 1

END2:

Thank you for your help. Good bye.

All interviews who receive END2 should receive status 'Incomplete' and should be able to re-enter the link.

Ask only if Q102 < 5 or Q102a=1 or Q102a=9 or Q007size = 2 or Q102=99999 or Q109=999 or Q110=9 or screenout on Q109

END3:

In this case your establishment is not meant to be interviewed because the survey is conducted only in establishments with at least 5 employees. Thank you for your cooperation, nevertheless.

All interviews who receive END3 should NOT be counted as completed interview, should not be included in the quota and receive status 'Screenout'

Ask only if stratification reached (= quota full)

END4:

In this case your establishment is not meant to be interviewed because we already have enough interviews in your size and sector combination. Thank you for your cooperation, nevertheless.

Ask only if Q052 < 1

END5:

In this case, your organisation is not eligible for the interview since the survey is conducted only if there is an establishment with 5 or more employees in the organisation. Thank you for your time, nevertheless, and for your willingness to participate. Good bye.

All interviews who receive END5 should NOT be counted as completed interview, should not be included in the quota and receive status 'Screenout'

Ask only if Q055d = 1 or Q055e = 1 or Q055f = 1 or Q055g = 1 or Q055i = 1

END6:

Thank you for this information. We will then call the selected establishment and ask for an interview there. Good bye.

All interviews who receive END6 should NOT be counted as completed interview, should not be included in the quota and receive status 'Screenout'

Ask only if Q403 = 8,9

END7:

I understand that you do not want us to conduct further interviews in this organisation.

All interviews who receive END7 should be counted as completed interview

Show END8 for all the completed interviews = everything that we count as Completed or CAWI_comptocheck or CATI_compest

END8:

Thank you very much for your cooperation.

QLANG.

Please select your language.

1. Luxembourgish IF COUNTRY=10
2. French IF COUNTRY=1 or 10 or 69
3. Dutch IF COUNTRY=1
4. Estonian IF COUNTRY=34
5. Finnish IF COUNTRY=6
6. Swedish IF COUNTRY=6
7. Latvian IF COUNTRY=36
8. Lithuanian IF COUNTRY=37
9. German IF COUNTRY=10 or 69
10. Maltese IF COUNTRY=38
11. English IF COUNTRY=38
12. Italian IF COUNTRY=69
13. Russian IF COUNTRY=34 or 36 or 37

Nr	Country
12	Austria
1	Belgium
31	Bulgaria
46	Croatia
32	Cyprus
33	Czech Republic
2	Denmark
34	Estonia
6	Finland
7	France
3	Germany
4	Greece
35	Hungary
8	Ireland
9	Italy
36	Latvia
37	Lithuania
10	Luxembourg
38	Malta
11	Netherlands
39	Poland
13	Portugal
40	Romania

41	Slovakia
42	Slovenia
5	Spain
14	Sweden
45	Iceland
52	Norway
69	Switzerland