



Transfer Evaluation

“Fundamentals of Health and Safety For Supervisors” Workshop

1.0 Fundamentals of Health and Safety for Supervisors Workshop Goals

Please indicate your opinion regarding each of the following statements by circling your response:

1. I have a clearer understanding of the “Laws” I need to be familiar with as a Supervisor as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”.
Strongly Disagree 1 2 3 4 5 Strongly Agree

2. I have a better understanding of my responsibilities as a supervisor under the ‘Act’ and its Regulations as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”.
Strongly Disagree 1 2 3 4 5 Strongly Agree

3. I have a better understanding of corporate culture and why it is important to health and safety as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”.
Strongly Disagree 1 2 3 4 5 Strongly Agree

4. I have a better understanding of how my actions can affect the safety culture of where I work as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”.
Strongly Disagree 1 2 3 4 5 Strongly Agree

5. I have a better understanding of how to communicate effectively as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”.
Strongly Disagree 1 2 3 4 5 Strongly Agree



2.0 Tasks I have attempted

1. Please place a checkmark beside all of the things you have made an effort to do **more of** as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”. Please check all that apply.

As a result of the “Fundamentals of Health and Safety for Supervisors Workshop”, I have made a conscious effort to:

- Create a due diligence checklist
- Perform regular inspections (environment, people, equipment)
- Record all safety activities (meetings, hazard reports, disciplinary actions, etc.)
- Ensure that all hazardous conditions are identified
- Ensure that corrective actions and/or safe work procedures are implemented
- Use progressive discipline (verbal reprimand, written reprimand, suspension and termination) to control work procedures
- Communicate with employees in a way that is suitable to their needs
- Listen carefully and patiently to what employees are communicating
- Look for signals that an employee may have difficulty reading
- Help those employees (who have difficulty reading) understand their assigned tasks in a supportive manner
- Provide ongoing training to employees through a variety of methods (general orientation, on-the-job training, toolbox talks, seminars, specialized task training)
- Conduct toolbox talks on company time
- Tell my employees that their work is important
- Other: _____
- Other: _____
- Other: _____
- Other: _____

2. Were you already performing these tasks even before attending the workshop? Please circle your response.

Yes

No



3.0 Tasks I have struggled with

1. Of the tasks you have made an effort to do **more of** as a result of the “Fundamentals of Health and Safety for Supervisors Workshop”, please place a checkmark beside the ones which you have found challenging or difficult to perform well. Please check all that apply.

Since attending the “Fundamentals of Health and Safety for Supervisors Workshop”, I have found the following tasks to be difficult to perform:

- Create a due diligence checklist
- Perform regular inspections (environment, people, equipment)
- Record all safety activities (meetings, hazard reports, disciplinary actions, etc.)
- Ensure that all hazardous conditions are identified
- Ensure that corrective actions and/or safe work procedures are implemented
- Use progressive discipline (verbal reprimand, written reprimand, suspension and termination) to control work procedures
- Communicate with employees in a way that is suitable to their needs
- Listen carefully and patiently to what employees are communicating
- Look for signals that an employee may have difficulty reading
- Help those employees (who have difficulty reading) understand their assigned tasks in a supportive manner
- Provide ongoing training to employees through a variety of methods (general orientation, on-the-job training, toolbox talks, seminars, specialized task training)
- Conduct toolbox talks on company time
- Tell my employees that their work is important
- Other: _____
- Other: _____
- Other: _____
- Other: _____

2. At the end of the “Fundamentals of Health and Safety for Supervisors Workshop”, you completed an action plan. Did you achieve the learning goals you identified in that action plan? Please circle your response.

Yes

No



4.0 Your thoughts on what was challenging

1. Of the task(s) you identified in question 3.0, why did you experience them as challenging?

5.0 Barriers to performance

1. There may be other barriers to your use of the skills taught in the “Fundamentals of Health and Safety for Supervisors Workshop”. Please rate the following possible barriers by circling your response.

Corporate Culture *(This section relates to your work environment after the workshop)*

1. My direct Supervisor or Manager does not support my use of the skills taught.

Strongly Disagree 1 2 3 4 5 Strongly Agree

2. The corporate culture of my organization does not support my use of the skills taught.

Strongly Disagree 1 2 3 4 5 Strongly Agree

3. My employees do not support my use of the skills taught.

Strongly Disagree 1 2 3 4 5 Strongly Agree

4. Time pressures at work prevent me from performing some of the tasks I feel are important.

Strongly Disagree 1 2 3 4 5 Strongly Agree

5. I am not confident that I would be able to perform the new skills well, so I choose not to.



The New Brunswick Forest Industries Safety Association
245 Pleasant Street, PO Box 621,
Miramichi, NB, E1V 3T7
Tel : (506) 836-7330, Fax : (506) 836-7336
Email : info@nbfisa.ca

Strongly Disagree 1 2 3 4 5 Strongly Agree

6. I have not had sufficient opportunity to practice the new skills.

Strongly Disagree 1 2 3 4 5 Strongly Agree

7. No one in my organization has asked me about what I learned in the “Fundamentals of Health and Safety for Supervisors Workshop”.

Strongly Disagree 1 2 3 4 5 Strongly Agree

New Brunswick Forest Industries Safety Association (This section rates to your experience during the workshop)

1. I didn't receive sufficient opportunities to practice the skills during the workshop, so I didn't feel confident in my abilities when I returned to work.

Strongly Disagree 1 2 3 4 5 Strongly Agree

2. I found my energy waned through parts of the workshop, so I didn't learn as much as I would have liked.

Strongly Disagree 1 2 3 4 5 Strongly Agree

3. I would have learned more if there had been more activities throughout the workshop.

Strongly Disagree 1 2 3 4 5 Strongly Agree

4. I didn't think that the information was really relevant to my work.

Strongly Disagree 1 2 3 4 5 Strongly Agree

5. I would have learned more if the workshop had been longer.

Strongly Disagree 1 2 3 4 5 Strongly Agree

6. I would have learned more if the workshop had been shorter.

Strongly Disagree 1 2 3 4 5 Strongly Agree

7. I didn't feel comfortable asking questions during the workshop.

Strongly Disagree 1 2 3 4 5 Strongly Agree



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6.0 Recommendations for future training

1. What other courses or support could NBFISA offer to help you function even more effectively in your role as Supervisor?

2. What other training methods would you like to see NBFISA offer? Please rank your top 5 preferences by placing a 1 beside the method you would most prefer, a 2 beside the method you would prefer next, etc.

- Traditional classroom-style training
- On-line learning
- Study groups consisting of peers
- One-on-one coaching/mentoring
- Lending library for books and videos
- One-hour training sessions offered on the worksite during work hours

**Thank you for your time and efforts!
Your input will help us serve you better.**