



Work Positive Questionnaire



Introduction

This is a copy of the ‘Work Positive’ survey, part of a risk assessment process for the identification of hazards which could lead to work-related stress (WRS). It contains six pre-identified areas of work which, if inadequately managed, can prove psychosocially hazardous. It is used in organisations to assess employee’s perceptions - at that time - of these aspects of their working lives.

The survey can be downloaded for free from the HSA website (www.hsa.ie).

Detailed instructions for use are on the website but the general process involves giving the questionnaire to the group you wish to survey, allowing them to remain anonymous. The employees then indicate their responses by circling a number from 1 through to 5. You then collect the questionnaires and, using an Excel package downloadable for free from the HSA website, you transfer the results from the questionnaires onto a pre-set analysis sheet. This then transforms the scores to colour coded results. No adding up or other statistical work is required.

Results show how your organisation, or a department, is profiled, with colour-coded diagrams illustrating the results. These range from green (doing very well), to blue (doing well), to amber (need to put in place controls) and, finally, red (urgently need to put in place controls).

A twelve month plan should then be put in place to address priority areas, in consultation with employees.

Before beginning any such assessment, please see the guidance, suggestions and procedures and case studies on www.hsa.ie.

No.		Statement	Response				
1		I am clear what is expected of me at work	Never	Seldom	Sometimes	Often	Always
2		I can decide when to take a break	Never	Seldom	Sometimes	Often	Always
3		Different groups at work demand things from me that are hard to combine	Never	Seldom	Sometimes	Often	Always
4		I know how to go about getting my job done	Never	Seldom	Sometimes	Often	Always
5		I am subject to personal harassment in the form of unkind words or behaviour	Never	Seldom	Sometimes	Often	Always
6		I have unachievable deadlines	Never	Seldom	Sometimes	Often	Always
7		If work gets difficult, my colleagues will help me	Never	Seldom	Sometimes	Often	Always
8		I am given supportive feedback on the work I do	Never	Seldom	Sometimes	Often	Always
9		I have to work very intensively	Never	Seldom	Sometimes	Often	Always
10		I have a say in my own work speed	Never	Seldom	Sometimes	Often	Always
11		I am clear what my duties and responsibilities are	Never	Seldom	Sometimes	Often	Always
12		I have to neglect some tasks because I have too much to do	Never	Seldom	Sometimes	Often	Always
13		I am clear about the goals and objectives for my department	Never	Seldom	Sometimes	Often	Always

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14	There is friction or anger between colleagues	Never	Seldom	Sometimes	Often	Always
15	I have a choice in deciding how I do my work	Never	Seldom	Sometimes	Often	Always
16	I am unable to take sufficient breaks	Never	Seldom	Sometimes	Often	Always
17	I understand how my work fits into the overall aim of the organisation	Never	Seldom	Sometimes	Often	Always
18	I am pressured to work long hours	Never	Seldom	Sometimes	Often	Always
19	I have a choice in deciding what I do at work	Never	Seldom	Sometimes	Often	Always
20	I have to work very fast	Never	Seldom	Sometimes	Often	Always
21	I am subject to bullying at work	Never	Seldom	Sometimes	Often	Always
22	I have unrealistic time pressures	Never	Seldom	Sometimes	Often	Always
23	I can rely on my line manager to help me out with a work problem	Never	Seldom	Sometimes	Often	Always
24	I get the help and support I need from colleagues	Never	Seldom	Sometimes	Often	Always
25	I have some say over the way I work	Never	Seldom	Sometimes	Often	Always
26	I have sufficient opportunities to question managers about change at work	Never	Seldom	Sometimes	Often	Always
27	I receive the respect at work I deserve from my colleagues	Never	Seldom	Sometimes	Often	Always
28	Staff are always consulted about change at work	Never	Seldom	Sometimes	Often	Always
29	I can talk to my line manager about something that has upset or annoyed me at work	Never	Seldom	Sometimes	Often	Always
30	My working time can be flexible	Never	Seldom	Sometimes	Often	Always
31	My colleagues are willing to listen to my work-related problems	Never	Seldom	Sometimes	Often	Always