

precautions can lead to injuries, reduced productivity due to the absence or loss of skilled labour, workers' compensation claims, and possible penalties.

Workplace assessment on Occupational Health and Safety was initiated at the National Level in the year 2015. A total of 27 enterprises consisting of different sectors were assessed, of which 10 of them were recognized for having good OHS practice at their workplaces.

Every year, the department conducts OHS debriefing to the enterprises that have been assessed; however, we could not conduct assessment from 2019 due to the pandemic and resumed last year (2023) which was conducted in the months of March and April, 2023. There were 82 enterprises in total that were assessed, which is 2 fewer than in 2019. Although there are new OHS committees formed during the span of 4 years, there are more inactive or dissolved committees due to various reasons like restructuring of companies, completion of hydropower projects, etc. This year, the Department has conducted an assessment to 94 enterprises in various locations across the country.



METHODOLOGY

Sampling Design & Size

The sampling design involves two distinct components: one for assessing enterprises with Occupational Health and Safety (OHS) committees and another for surveying workers within those enterprises. For the assessment of enterprises with OHS committees, a census or complete enumeration approach was used, wherein all enterprises with such committees were included in the assessment. This method ensures that every relevant entity is accounted for, providing a comprehensive understanding of OHS practices within these workplaces. However, when it comes to surveying workers, a random sampling method was employed. This approach helps to ensure the representativeness of the sample and allows for generalisations to be made about the larger population of workers. The list of the enterprises/workplaces is outlined in Table 1.

Assessment Tool

The assessment tool used was a structured checklist designed according to the guidelines' specified parameters and criteria. This checklist allowed evaluators to systematically review various aspects of Occupational Health and Safety (OHS) within the workplaces. To streamline the assessment process and conserve resources, Google Forms served as the platform for assessment and data recording. This digital approach facilitated quick and accurate input of assessment data, saving both time and money.

The assessment methods included:

1. **Document verification:** Assessors carefully examined relevant documents, such as safety protocols and incident reports, to assess compliance with OHS standards.
2. **Interviews:** Structured interviews were conducted with key personnel, such as management and OHS committee members, to gather insights into OHS policies and their implementation.
3. **Site Visits:** Assessors visited workplaces to observe conditions firsthand, identify potential hazards, and evaluate existing safety measures.

By using these methods together, assessors gained a comprehensive understanding of workplace safety practices and identified areas where improvements could be made.

The structured checklist designed according to the guidelines' specified parameters and criteria consists of two parts as follows:

1. **Part A - Technical Assessment:** Part A is a technical assessment where an assessor assesses the OHS management system of an enterprise based on document verification, interview with the management and observation through site visit to the working premises of the enterprises. The assessor did not mark the scoring solely based on the document produced but also based on site visit to ensure it was practically implemented.
2. **Part B - Employee's Survey:** Employees were randomly selected and interviewed by the assessor(s) to validate if they were aware of OHS-MS at their workplace. The assessors interviewed a worker who has been working in the company for not less than six months.

Assessment Criteria

Every variables in a parameter of Part A were rated from 0 to 3 points based on four criteria as follows:

- (a) Not implemented¹ (0 point)
- (b) Partially implemented² (1 point)
- (c) Implemented with only minor deficiencies³ (2 points) and
- (d) Fully implemented⁴ (3 points)

Similarly, each parameter in Part B underwent evaluation based on four criteria, with ratings ranging from 0 to 3 points for each variable.

- (a) Poor knowledge⁵ (0 point): Indicates that the employee/worker does not know about it.
- (b) Average knowledge⁶ (1 point): Indicates that the employee/worker heard about it.
- (c) Good knowledge⁷ (2 points): Indicates that the employee/worker knows about it, but he/she requires some little more information about it.
- (d) Excellent knowledge⁸ (3 points): Indicates that the employer/worker is well versed about it.

Please note that for certain questions or variables, they may not be applicable to the specific workplace. In such cases, the "Not Applicable" option is selected.

¹ Not Implemented indicates that the company has not implemented anything.

² Partially implemented indicates that the company has implemented very little.

³ Implemented with only minor deficiencies indicates that the company has implemented everything, but it requires some little improvements.

⁴ Fully implemented indicates that the company has done well and has met the defined best practice.

⁵ Poor knowledge indicates that the employee/worker does not know about it.

⁶ Average knowledge indicates that the employee/worker heard about it.

⁷ Good knowledge indicates that the employee/worker knows about it, but he/she requires some little more information about it.

⁸ Excellent knowledge indicates that the employer/worker is well versed about it.

Score Calculation

The method of calculating the assessment scores are as follows:

- a. Assessment marking shall be done by the team online at the time of assessment.
- b. The total points given for Part B shall be based on the average score of the number of workers interviewed, for example, the team interviewed three workers, so the average total score will be the sum of the scores of three workers divided by three.
- c. Overall score of the enterprise shall be compiled at the end of the assessment.
- d. The final overall percentage of score shall be based on the assessment points scored by the organisation divided by the aggregate score. The calculation is as given below:
 - i. Overall points of the assessment (Part A + Part B) = X
 - ii. Points scored by the organisation/enterprise (Part A + Part B) = Y
 - iii. Score (%) = $(Y/X) \times 100$

Note: If the assessment criteria set are not relevant to the organisation, the points marked to the criteria shall be deducted from the overall point.

Assessment Ranking

1. National Level Ranking:

This tier focuses on parent companies exclusively and the evaluation is based on the aggregated performance scores of their subsidiary companies. For instance, in the case of Druk Green Power Corporation, the performance of its subsidiaries like Mangdechhu HPP, Kurichhu HPP, Basochhu HPP, etc., contributes to its overall score. The scores obtained from subsidiary companies carry a higher weight in the evaluation process. Specifically, 60% of the overall score is derived from the performance of the subsidiary companies. In addition to that, the companies with multiple sites, branches, or projects have their performance assessed based on the aggregated scores of these entities.

Note: If the parent company is not assessed, then the score obtained by the parent company is the average of the score obtained by its subsidiaries.

Example Calculation:

- If Company A (parent company) achieves a average score of 30% from its subsidiary companies' performance, and its own performance contributes 80%, the overall score would be calculated as follows:
 $(0.4 * 80\%) + (0.6 * 30\%) = 32\% + 18\% = 50\%$