

# Make UK Manufacturing Awards

## CATEGORY ENTRY GUIDANCE

### Health, Safety and Wellbeing

This award has been developed to recognise progress in improving occupational health and safety of UK manufacturing workplaces. This could include projects designed to focus on your organisational culture by using models like the Bradley Curve <sup>TM</sup> or IOSH's Models of Safety <sup>TM</sup>, utilising new technologies like artificial intelligence to control workplace hazards or the development of senior leadership's commitment to employee wellbeing.

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Examples include (but are not limited to):

- Promoting a broader ownership of health, safety & wellbeing within your senior leadership team.
- Developing a process that ensures all of your key hazards are assessed & controlled.
- Implementing programmes aimed at investigating incidents & identifying root causes with the aim of eliminating repeat accidents.
- Improving the competency level of employees through a focussed programme of certified training.

- Integrated a new EHS software system that had a positive impact on incident reporting, investigation & action management.

### **Important Information**

- Please ensure you take the time to read and adhere to the [terms and conditions](#) of entry.
- Ensure sections are completed in full and financials are included where required.
- For assistance in navigating the online portal [click here](#).
- Please fill in the entry and contact information pages to the fullest – this information is used to contact you in relation to your entry and also used for the purpose of creating certificates and trophies and other awards related materials.
- Financial information is optional for this category. Please see question 3 below for more details.

### **Entry Guidance**

The question guidance in this document is for use to support you in completing your entry. They are examples of what you may include in your entry but you should not limit your entry to only including these. For further assistance in telling your story contact the awards team.

#### ***Question 1: What did you set out to do and why?***

**Set the scene by telling us about your business and what you do. (500 word count)**

- **TIP – Don't use up your word count describing your business, the judges already know a lot by your entry information. Instead include that briefly and then move onto the nature of your project/ strategy/ change and why this was important to implement.**
- **Describe the strategy behind improving the health and safety culture. This is your opportunity to show your vision to the judges.**
- **What business challenges and needs were identified and why?**

- What health and safety initiative(s) was identified and why was this chosen?

### **Question 2: Project in Action**

**Describe how the project/ programme was implemented in your business. (500 word count)**

- TIP – this is the part of the entry form where you will spend most the time telling your story.
- How the initiative(s) was designed, implemented and managed? (including time frame, key milestones, approach and governance)
- Who was involved from the company, was there a dedicated team, how did they engage with key stakeholders, what external support (if any) was called upon and what capital investment was required (if any)?
- Were any unforeseen barriers encountered and how were these overcome?

### **3: Objectives and Results**

**a) Outline your objectives or targets used to measure your success (500 words)**

- This is where you show the targets set for the strategy/ project discussed in question 2.
- TIP – the more measurable targets you can include the better the judges can understand what you were trying to achieve and how much you ultimately accomplished

- Objectives: this is the main objective you were looking to achieve
- Specific target: is the measurable target to set to achieve this goal
- Target delivery date: the date you set to achieve this target by

**b) Have your plans met/exceeded your objectives/targets? What has been the benefit to your company? (500 words)**

- Achievement: what was ultimately achieved – target achieved? Exceeded? Did you finish it early?
- What unforeseen and or follow on benefits have been experienced from the plans?
- What evidence is there to demonstrate improved business performance (e.g. reduction in accidents and cases of ill health, reduced costs, reduced insurance premium) and improved employee morale (e.g. staff attitude survey)?

**c) Provide net profit and turnover for past three years (500 words)**  
*For this category, these figures are optional*

- This information will be kept strictly confidential. All judges sign a NDA prior to viewing entries.
- This information is optional for this category. It is useful and beneficial to include if the project had a positive effect of the bottom line.
- In the relevant notes box below the table include any additional information you wish the judges to know.

**Supporting documents**

- **TIP – this is your opportunity to show examples of your project, team, project plans and give a visual to the judges**
- **We would encourage you to upload a short video (up to 1 minute) to help support your application. This could be you speaking to camera, a testimonial from a colleague, or footage of your factory/site/a product you've worked on.**
- **We cannot guarantee that the judges will view any additional items beyond 1 A4 page/1 slide per upload.**
- **Do not include any links to external websites – these will not be viewed.**
- **Please ensure you reference your supporting documents within your entry form in the relevant areas - you can name each file to make this easier for the judges to identify.**

**For further information contact: [awards@makeuk.org](mailto:awards@makeuk.org)**