

SURVEY ABOUT PSYCHOSOCIAL WORK ENVIRONMENT

The psychosocial work environment is important to everyone who works irrespective of the sector or profession.

According to the Work Environment Act, the employer shall work systematically with the physical, psychological and social work environment. This work should be based on the methodology that can be found in the Systematic Work Environment Management (AFS 2001:1) provisions, in other words investigate, carry out risk assessment, take measures and control the work environment to prevent ill-health and accidents.



There is also legislation to take into account in the Organisational and Social Work Environment (AFS 2015:4), Ergonomics for the Prevention of Musculoskeletal Disorders (AFS 2012:2), Lone Workers (AFS 1992:3), Violence and Menaces in the Working Environment (AFS 1993:2), First Aid and Crisis Support (AFS 1999:7) and Work Adaptation and Rehabilitation. (AFS 1994:1).

INFORMATION OF THE SURVEY

The survey has a new design since May 2016 and replaces the previous "Checklist for psychosocial work environment" as well as "Checklist for well-being and work atmosphere". The survey takes a broad approach to the issue of psychosocial. There is also a shorter digital survey about stress at www.prevent.se/enkat-stress.

HOW TO USE THE SURVEY

At larger workplaces, it is recommended to form a work group for planning and implementation, with representatives for both employers and employees (health and safety representatives).

At workplaces where decisions about studies can be taken at a departmental level, you, as manager, should schedule in the work in liaison with health and safety representatives and workers' representatives.

At workplaces where there are few employees, the survey can be advantageously used as a basis for discussion where you jointly select those questions you want to discuss and jointly agree on the answers and measures to take.

The implementation of the survey should be carried out with the complete confidence of respondents. Offer information on the purpose of the study and how the results will be used.

The clearer you are, the higher the answer rate will be. A good start with clear and sufficient information given before implementation of the study is necessary for reliable results and the overall success of the entire process. Let employees remain anonymous in order to get the best results.

You compile the results yourself.

It is important to communicate the results to all concerned and discuss them together and what they may be due to. Pay attention to prioritise possible measures together and make sure that they are feasible to implement. Draw up an action plan with activities and follow this up regularly to make sure that the work is progressing as planned. It is preferable to plan fewer activities and implement them rather than unrealistically drawing up too many activities that will never be implemented. Please do use Prevent's template for risk assessment and action plan when you document measures.

You'll find tips and advice on how to work further with the psychosocial work environment at www.prevent.se.

Please do use the survey regularly to compare results with previous studies. By doing so, you can set goals for the organisational and social work environment and follow them up.

Prevent does not store any answers and does not maintain a reference database either.

Date _____

WORKLOAD	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. I have a workload that feels acceptable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I myself have a say over the work pace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I have enough time to carry out my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I manage to carry out my work duties in my normal working hours.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I do not have any psychologically stressful work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I think that the demands of others made upon me are acceptable (work colleagues, users, customers).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I understand what is expected of me at work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WORK ORGANISATION	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. We have clear goals at the company/organisation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. We have clear goals in the unit/department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I understand how my work duties contribute towards the goals of the company/organisation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I understand what responsibilities and what powers I have.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I receive information regularly on how the company/organisation is doing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. There are sufficient resources and necessities to do a good job.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The work pace can be varied and the work is diversified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. We have meaningful workplace meetings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MARGIN OF ACTION	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. I have enough powers to carry out my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. There are opportunities for me to participate in the planning of how my work shall be carried out.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I have a say over changes that concern my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. In my job, I can use my knowledge and previous experience.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I myself can prioritise the execution order of my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
6. I have the opportunity to have a say in decisions about cut-off times and deadlines.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I have sufficient margin of action when I collaborate with others in order to carry out my work duties well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LEADERSHIP	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. I have sufficient support from my immediate boss/manager.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I receive sufficient supervision if needed at work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. My boss/manager intervenes when I have too much work to carry out.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. My boss/manager sets clear limits for the content and scope of my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I understand what my boss/manager expects of my work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I receive regular feedback from my boss/manager on how I have carried out my work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I have a boss/manager who treats me with respect.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. My boss intervenes and deals with differences of opinion and conflicts well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. My boss is open and ready to listen to proposals for changes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. My boss talks with the work group before making decisions that affect us.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SUPPORT	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. Work is arranged so that I have the opportunity to contact and collaborate with work colleagues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I can receive help from my work colleagues to carry out my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I have persons at work who I can confide in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I have access to technical and/or administrative help if needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I have a feeling of well-being and camaraderie with my work colleagues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
6. I feel that I am treated with respect by my work colleagues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. We discuss openly our collaboration problems and differences of opinion at the workplace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. I give work colleagues credit for hard work they put in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. I get credit from my work colleagues for hard work I put in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KNOWLEDGE AND DEVELOPMENT	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. I have sufficient competence to carry out my work duties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I have the opportunity to acquire knowledge when work duties require this.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I acquire knowledge through my work colleagues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I develop professionally and personally in my work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. My boss conducts regular development interviews/performance reviews with me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I have a personal competence development plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I have the opportunity for further training and professional development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RECUPERATION	Stämmer helt (4)	Stämmer delvis (3)	Stämmer i liten grad (2)	Stämmer inte alls (1)
1. I feel fresh and rested when I arrive at work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I have time to reflect on/consider how I have performed a job.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I have working hours/a work timetable that suit me.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I can use rest periods to switch off from work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I have enough energy left to do other things at the end of the working day.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I can stop thinking about work in my free time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OTHER IMPORTANT QUESTIONS	Agree completely (4)	Agree in part (3)	Agree very little (2)	Don't agree at all (1)
1. My work duties are meaningful and interesting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. I have a job that is free from serious risk of accident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I have a job that is free from threats and violence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I have access to first aid and crisis support at work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I have a job that is free from stressful conflicts.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I have a job that is free from disturbing noise.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I have a job that is free from risks to lone workers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. We do not accept harassment and victimisation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. There is no harassment and victimisation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Information channel to and from management works well.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. I am not worried about changes in my work situation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. I am proud to work at my workplace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. There is a good atmosphere at the workplace.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other comments

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