Questionnaire IWL enterprises

Name of enterpr	ise:	
Your name:		
1 Background	Male	Female
GENDER	1	2
	Management	Employees
POSITION IN ENTERPRISE	■ 1	2
Your age (YEARS)		
2 Participation]
	Yes No	1
a) Do you want to participate in this study?	1 2	
If no - please give	some more infor	mation

3. About the e	nterprise	•		
a) Do you have a occupational hea service?	an Ith	Yes, internal	Yes, exter	 No ₃
b) Enterprise number	er			
c) Founded (year	-)			
d) IWL enterprise (date)	e since			
e) Number of employees				
f) Number of full employmencies	time			
g) Fraction of fer (%)	nales			
h) Age distribution	on (%)			
		Below 2	20 years	
		20-2	29 years	
		30-3	39 years	
		40-4	19 years	
		50-5	59 years	
		Above 6	50 years	
j) Enterprise eco last year	nomy			
	C	Gross income las	t year	
	(Gross expenses l	ast year	
k) Turnover				
		Number employe 2004	d in	
		Number who hav the enterprise in		
	0	Number who hav on an early retire 2004		
	r	Number who hav received a disabil pension in 2004		

	Fully agree	Partly agree	Partly disagree	Fully disagree	Not sure
I) My enterprise has gone through extensive changes in production/ technology during the last years	1	2	3	4	5
m) My enterprise is in a difficult economic situation	1	2	3	4	5

Aims and results

***	•	•	4		•
IWL	aims	ot	the	enter	nrise
	******	-			P

4.	Which are the IWL aims and objectives of the enterprise? Give priority from 1 to 3.									
	Priority									
	1. pr. 2. pr. 3. pr	:.								
a)	1 2 3									
b)	1 2 3									
c)	1 2 3									
d)	1 2 3									
e)	1 2 3									

Enterprise results					
5. Results					
	Fully agree	Partly agree	Partly disagree	Fully disagree	Not sure
a) We have succeeded in reducing the sickness absence since becoming an IWL enterprise	1	2	3	4	5
b) We have succeeded in keeping senior workers in the enterprise, and the actual age of retirement has gone up	1	2	3	4	5
c) We have succeeded in employing functionally impaired workers	1	2	з	4	5
d)We have succeeded in preventing the exit of functionally impaired workers	1	2	3	4	5
e) We are quite successful in our IWL work	1	2	3	4 	5

Management and cooperation in the enterprise

6.	Has the IWL gained prior acceptance from all the stakeholders in the enterprise?									
		Fully	Partly	Partly	Fully					
		agree	agree	disagree	disagree	Not sure				
a) IWL prior acceptance from the top management		1	2	з 🗖	4	5				

b) The line management has a key role	1	2	з□	4	5
c) The workers representatives are involved	1	2	з□	4	5
d) The safety representatives are involved	1	2	з 🗖	4	5

Structure and process

7. How do you assess the following statements about your enterprise:									
•	Fully agree	Partly agree	Partly disagree	Fully disagree	Not sure				
 a) IWL is an integral part of the health, environment and safety work 	1	2	3	4	5				
b) IWL is a natural part of the business development	1	2	3	4	5				
c) We have focus on workplace health promotion	1	2	зП	4	5				
d) We have good routines and procedures for the IWL activities	1	2	зП	4	5				
e) We do periodic work environment assessments	1	2	3	4	5				
f) We have a focus on the sickness absence development	1	2	зП	4	5				
g) IWL aims and objectives are being followed up closely	1	2	3	4	5				
h) Our employees are fully informed about our IWL initiatives	1	2	3	4	5				

i) The participation of all employees in the IWL work is important	1	2	з□	4	5
j) There is a strong agreement about the IWL aims and procedures in the enterprise	1	2	зП	4	5□
k) The employees have the responsibility and the authority to work independently	1	2	з□	4	5
l) The employees have good opportunities to cooperate with their colleagues in their daily work	1□	2	з 🔲	4	5
m) The employees have satisfactory learning opportunities through work	1□	2	з□	4	5
n) The employees are being consulted by the management in important enterprise decisions	1	2	3	4	5
o)IWL results is a part of the assessment of the leaders in the enterprise	1	2	з□	4	5

IWL measures

8.	Which types of IWL routines have been implemented by the enterprise?	No	Yes, before becoming an IWL enterprise	Yes, after becoming an IWL enterprise	Not sure
a)	Sickness absence statistics	1	2	3	4
b)	Analysis of sickness absence statistics	1	2	3	4
c)	Routines for self reporting of sickness absence	1	2	3	4
d)	Work ability assessments	1	2	3	4
e)	Follow up routines for employees on sick leave	1	2	3	4
f)	Measures for senior workers	1	2	3	4
g)	Use of "active sick leave"	1	2	3	4
h)	Facilities for vocational training	1	2	3	4
i)	Financial bonus system to prevent sick leave	1	2	3	4
j)	Rehabilitation team in enterprise	1	2	3	4
k)	IWL training of management	1	2	3	4
I)	IWL information to employees	1	2	3	4
m)	IWL training of workers ' and safety representatives	1	2	3	4

							No	Yes, before becoming an IWL enterprise	Yes, after becoming an IWL enterprise	Not sure
n)	Physical exercise for	· employ	ees				1		3 🔲	4
0)	Non smoking activiti						1	2	3	4
p)	Healthy eating habit	s					1	2	3	4
q)	IWL cooperation with	h other (enterprise	es			1	2	3	4
r)	Presenteeism activit	ies					1	2	3	4
s)	Work environment s	urveys					1	2	3	4
t)	Focus on the working	g enviro	nment				1	2	3	4
u)	Routines and respon	sibilities	for IWL	tasks			1	2	3	4
v)	Workplace adaption	for preg	nant wor	kers			1	2	3	4
w)	Purchasing of private	e health	services				1	2	3	4
x)	Stress management						1	2	3	4
y)	Multidisciplinary reha	abilitatio	n groups	;			1	2	3	4
z)	General workplace a	daption					1	2	3	4
æ)	Improvement of the	physica	l working	environ	ment		1	2	3	4
9.	Who have been	involved								
	and procedures	To a	То	To a				-		
		great extent	some extent	little extent	No	Not sure	Not actual cathegor			
a) T	op management	1	2	зП	4	5	e 🗖			
b) N	1iddle management	1	2	3	4	5	6			
-	irst line Jagement	1	2	₃□	4	5	6			
d) ⊦	IR department	1	2	3	4	5	6			
e) R	Rehabilitation erts	1	2	3	4	5	6			
	orkers esentatives	1	2	3	4	5	6			

g) Safety representatives	1	2	3	4	5	6
h) Other employees	1	2	з 🗖	4	5	6
i) Working life centre	1	2	зП	4	5	6
j) Occupational health service	1	2	з 🔲	4	5	6

Cooperating partners in the IWL

10. Who have been yo				e partne	ers?
	To a great	To some	To a little		
	extent	extent	extent	No	Not sure
a) The working life centre	1	2	3	4	5
b) Occupational health service	1	2	з 🔲	4	5
c) National insurance office	1	2	з 🔲	4	5
d) Unemployment office	1	2	з 🔲	4	5
e) Networking with other enterprises	1	2	з 🔲	4	5
f) We share our IWL experiences with others	1	2	3	4	5

11. How do you as cooperative pa		followi	ng statem	ents abou	t the
	Fully agree	Partly agree	Partly disagree	Fully disagree	Not sure
a) The cooperation with the working life centre is excellent	1	2	3	4	5
b) The cooperation with the occupational health service is excellent	1	2	з 🔲	4	5
c) The cooperation with the national insurance is excellent	1	2	з 🗖	4	5

d) The cooperation with the unemployment office is excellent	1	2	з□	4	5
--	---	---	----	---	---

12. Has the working life centre contributed to the following?									
	To a great extent	To some extent	To a little extent	No	Not sure				
a) Initiation of the IWL agreement	1	2	з 🗖	4	5				
b) Management training	1	2	3	4	5				
c) Absence preventing activities	1	2	зП	4	5				
d) Follow up routines for sickness absence	1	2	3	4	5				
e) Communication training ("the good dialogue")	1	2	3	4	5				
f) Assessment of work ability	1	2	з 🔲	4	5				
g) Assistance in difficult cases	1	2	3	4	5				
h) Senior policy	1	2	3	4	5				
i) Workers with functional impairment and various measures and incentives that are available	1	2	3	4	5				
j) Information on economic incentives available from the national insurance	1	2	3	4	5				

13. Has the occupatio following?	•									
	To a great extent	To some extent	To a little extent	No	Not sure					
a) Initiation of the IWL agreement	1	2	3	4	5					

b) Management training	1	2	з□	4	5□
c) Absence preventing activities	1	2	3	4	5
d) Follow up routines for sickness absence	1	2	3	4	5
e) Communication training ("the good dialogue")	1	2	з 🗖	4	5
f) Assessment of work ability	1	2	з□	4	5
g) Assistance in difficult cases	1	2	3	4	5
h) Senior policy	1	2	зП	4	5
i) Workers with functional impairment and various measures and incentives that are available	1	2	з 🔲	4	5
j) Information on economic incentives available from the national insurance	1	2	зП	4	5

14. To what extent has your enterprise used financial incentives in the IWL work									
14.1: Incentives from the national insurance									
	To a great extent	To some extent	To a little extent	No	Not sure				
a) "Active sick leave"	1	2	з 🔲	4	5				
b) Expanded period for the self reporting of sickness absence	1	2	з 🔲	4	5				
c) Support for workplace adaption	1	2	з□	4	5				
e) Expenses for use of occupational health service in IWI work	1	2	3	4	5				

f) Travelling expenses	1	2□	з 🗖	4	5				
g) Travelling expenses related to "active sick leave"	1	2	з 🔲	4	5				
h) Travelling expenses related to vocational training	1	2	3	4	5				
i) Expenses for having employed chronically ill workers	1	2	3	4	5				
j) Expenses for having employed pregnant workers	1	2	3	4	5				
k) Other expenses related to pregnant workers	1	2	3	4	5				
I) Purchasing of private health services	1	2	з 🗖	4	5				
m) Workplace assessment by an external ergonomist	1	2	з 🗖	4	5				
n) Need for auxiliary workplace equipment	1	2	з□	4	5				
o) Combination of wage and sickness absence compensation	1	2	3	4	5				
p) Combination of wage and rehabilitation compensation	1	2	зП	4	5				
q) Combination of wage and disability pension	1	2	з 🔲	4	5				
14.2: Incentives from the unemployment office									
	To a great extent	To some extent	To a little extent	No	Not sure				
a) Vocational rehabilitation	1	2	з 🗖	4	5				

b) Wage support for the return to work of persons on a disability pension	1	2	3	4	5				
c) Vocational training in regular enterprises	1	2	3	4	5				
d) Vocational training in rehabilitation enterprises	1	2	3	4	5				
e) Temporary employment support	1	2	3	4	5				
f) Work with financial support	1	2	3	4	5				
g) Employment in rehabilitation enterprises	1	2	3	4	5				
h) Financial support for education and training	1	2	3	4	5				
14.3: Incentives from th	e Direct	orate of To	Health To a						
	great extent	some extent	little extent	No	Not sure				
a) Financial support for a personal assistant in the workplace	1	2	з 🗖	4	5				
14.4: Other financial incentives									
	To a great extent	To some extent	To a little extent	No	Not sure				
a) Tax reduction for the employment of workers >62 years	1	2	3	4	5				

15.	Access to IWL information in the enterprise: How do you assess the following statements?									
		Fully agree	Partly agree	Partly disagree	Fully disagree	Not sure				
partn work	ur cooperating ers in the IWL get the nation they need	1	2	з 🗖	4	5				

b) It is easy to get necessary information from our employees	1	2	зП	4	5
c) It is easy to get necessary information from our occupational health service	1	2	зП	4	5
d) It is easy to get necessary information from the working life centre	1	2	зП	4	5
e) Vi have good access to information on the sickness absence	1	2	3	4	5
f) We have good information about the IWL incentives which are available	1	2	зП	4	5

16. Use of professional competence in IWL: Do you mostly use external or your own internal competence?								
	Mostly external	Both	Mostly internal	Not sure				
a) Rules and regulation for the use of IWL incentives	1	2	3	4				
b) Rules and regulation for the national insurance system	1	2	3	4				
c) Communication skills in the IWL dialogue	1	2	3	4				
d) Assessment of skills and needs of individual workers	1	2	з 🗖	4				
e) Psychosocial working environment	1	2	3 	4				
f) Physical working environment	1	2	3	4				
g) Management skills	1	2	3	4				
h) Cooperation between management and trade unions	1	2	з 🗖	4				
i) To initiate and participate in processes between management and employees	1□	2□	₃□	4□				

j) Training and education in downsizing situations	1	2	3	4
k) Work ability assessments	1	2	3	4

17. Needs of professional competence in IWL: Which are the competence needs in your enterprise?							
	Very important	Important	Less important	Not sure			
a) Rules and regulation for the use of IWL incentives	1	2	3	4			
b) Rules and regulation for the national insurance system	1	2	3	4			
c) Communication skills in the IWL dialogue	1	2	3	4			
d) Assessment of skills and needs of individual workers	1□	2	з□	4			
e) Psychosocial working environment	1	2	зП	4			
f) Physical working environment	1	2	з□	4			
g) Management skills	1	2	3	4			
h) Cooperation between management and trade unions	1□	2	₃□	4			
i) To initiate and participate in processes between management and employees	1□	2	зП	4 			
j) Training and education in downsizing situations	1	2	3	4			
k) Work ability assessments	1	2	3	4			

Thank you!
If you have more comments, please use the back side of this paper.