

**ZA6864**

**European Survey of Enterprises on New and Emerging Risks  
2009  
(ESENER-1)**

**Country Questionnaire  
Slovenia**

	1. MM	TT		1. MM	
	A. CONTACT PHASE	TT		A. KONTAKTNA FAZA	
survey_MM	Survey Number	TT	survey_MM	Številka ankete	
	[Do not ask - Please code 5395] (141-144)	TT		(Ne vprašaj - Prosim koda 5395) (141-144)	
	<input type="text"/>			<input type="text"/>	
	EB620.3 survey_MM			EB620.3 survey_MM	
country_MM	Country Code	RT	country_MM	Koda države	
	[Do not ask - Please use the code allowed] (145-146)	TT		(Prosim ne vprašaj - Prosim izberi dovoljeno kodo) (145-146)	
	<input type="text"/>			<input type="text"/>	
	EB620.3 country_MM			EB620.3 country_MM	
Intnum_MM	Interview number	RT	Intnum_MM	Številka ankete	
	(147-152)			(147-152)	
	<input type="text"/>			<input type="text"/>	
	EB620.4 Intnum_MM NEW			EB620.4 Intnum_MM NEW	
date_MM	Date of interview	TT	date_MM	Datum ankete	
	[Do not ask] (153-154)	TT		(Ne vprašaj) (153-154)	
	<input type="text"/> day			<input type="text"/> dan	
	<input type="text"/> month	RT		<input type="text"/> mesec	
	EB620.3 date_MM			EB620.3 date_MM	
idnum_MM	ID-number of the establishment (from sampling source)	TT	idnum_MM	Matična številka podjetja (vir je vzorec)	
	[Do not ask - Make sure that MM and ER-interview from the same establishment have identical ID-numbers] (157-164)	TT		(Ne vprašaj - Zagotovite, da imata MM in ER anketi iz istega podjetja isto matično številko.) (157-164)	
	<input type="text"/>			<input type="text"/>	
	EB620.3 idnum_MM			EB620.3 idnum_MM	

int\_typ\_MM Type of interview TT

[Do not ask - Please code '1' - No code '2' can be found for this questionnaire]

(165)

MM 1 TT

ER 2 TT

EB620.3 int\_typ\_MM

nace\_MM NACE-Code from sampling source TT

[Do not ask - The sector of activity will not be asked in the interview, but will be added from the information contained in the address source (NACE code) - Please send us your codebook]

(166-171)

EB620.3 nace\_MM

region\_MM Code for region TT

[Do not ask - Please send us your codebook]

(172-173)

EB620.3 region\_MM

[Stress as necessary: 1) Emphasise again strict confidentiality of responses. 2) 20 to 25 minute interview. 3) The survey is conducted on behalf of the European Agency for Safety and Health at Work. The Agency is an autonomous body of the European Union that provides information to improve health and safety at work. 4) The questions are about health and safety policies and practices in your establishment. 5) Good health and safety at work is an increasingly important issue and is a key factor in the success of the European economy. Participation in the survey will help to improve the information and assistance given to workplaces to improve the safety and health of workers.] TT

int\_typ\_M Vrsta ankete

(Ne vprašaj. - Prosimo vnesite kodo "1". - Kode "2" ni mogoče najti za ta vprašalnik.)

(165)

MM 1 TT

ER 2 TT

EB620.3 int\_typ\_MM

nace\_MM NACE-koda iz vzorčnega vira TT

(Ne vprašaj. - Po sektorju dejavnosti se v intervjuju ne sprašuje, ta se prenese iz informacije o naslovu (NACE koda). - Prosimo pošljite nam vašo knjigo kod.)

(166-171)

EB620.3 nace\_MM

region\_M Regijska koda TT

(Ne sprašuj - Uporabite svojo knjigo s kodami)

(172-173)

EB620.3 region\_MM

(Poudariti v kolikor je potrebno: 1) Ponovno poudari zaupnost odgovorov. 2) Trajanje intervjuja 20-25 minut. 3) Anketo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu. Ustanova je neodvisno telo Evropske unije, zadolženo za zagotavljanje informacij o varnosti in zdravju pri delu. 4) Vprašanja se nanašajo na politike in prakse, povezane z varnostjo in zdravjem pri delu v vašem podjetju. 5) Visoka raven varnosti in zdravja pri delu je vedno bolj pomembna in je ključni faktor za uspeh evropskega gospodarstva. Sodelovanje v tej anketi bo pomagala izboljšati informacije ter varnosti in zdravja delavcev na delovnih mestih

**MM001** Good morning / afternoon. My name is ... from <INSTITUTE> in <location of institute>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the most senior manager who coordinates safety and health activities in this establishment.

TT

[Tick what applies]

(194)

The respondent is this person	1	TT
Respondent tries to put through to another person	2	TT
Refused	3	TT

EB620.3 MM001 MODIFY

ASK MM002 TO MM004 IF MM001=2 - IF MM001=1 THEN GO TO MM050 - IF MM001=3 THEN STOP INTERVIEW

TT

**MM002** Interviewer has been put through to another person

TT

[Tick what applies]

(195)

Telephone is answered by a new respondent	1	TT
Line busy / not answered	2	TT
Back to original person or switchboard	3	TT

EB620.3 MM002

IF MM002=1 THEN START WITH MM001 AGAIN - IF MM002=2 THEN STOP INTERVIEW AND TRY LATER - IF MM002=3 THEN GO TO MM003

TT

**MM003Q** May I have the full name and the extension of this person? [If necessary: I would like to talk to the most senior person in charge of personnel in this establishment]

TT

[Tick what applies]

(196)

Information obtained	1	TT
Call the present number (switchboard) again later on	2	TT
Refused	3	TT

EB620.3 MM003Q MODIFY

**MM003H** Please choose the correct option

TT

**MM001** Dobro jutro /dober dan. Moje ime je... iz "INSTITUTA" v <lokacija instituta>. Raziskavo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu, ki je uradna evropska ustanova, odgovorna za informacije o varnosti in zdravju pri delu. Cilj te ankete je pomagati evropskim delavcem in delodajalcem, da bi bolj učinkovito obravnavali varnost in zdravje pri delu ter promovirali zdravje in dobro počutje zaposlenih. Vsi podatki bodo obravnavani strogo zaupno, rezultati pa bodo popolnoma anonimni V ta namen bi želel/a govoriti z vodilno osebo, ki je zadolžena za koordiniranje varnostnih in zdravstvenih aktivnosti v tem podjetju.

[Odkljukaj kar pravilno]

(194)

Oseba, ki je odgovorila je anketiranec	1
Oseba, ki je odgovorila nas je prevezala k drugi osebi	2
Zavrnitev	3

EB620.3 MM001 MODIFY

VPRAŠAJ MM002 DO MM004 ČE MM001=2 - ČE MM001 =1 POTEM POJDI NA MM050 - ČE MM001=3 POTEM PREKINI Z ANKETO

**MM002** Anketar je bil povezan k drugi osebi

[Odkljukaj pravilno]

(195)

Odgovoril/a je oseba, ki je nov anketiranec	1
Linija je zasedena /ni odgovora	2
Nazaj k prvi osebi ali telefonistu	3

EB620.3 MM002

ČE MM002=1 POTEM PONOVRNO PRIČNI Z MM001 - ČE JE MM002=2 POTEM PRENEHAJ Z ANKETO IN POSKUSI KASNEJE - ČE JE MM002=3 POTEM POJDI NA MM003

**MM003Q** Lahko dobim popolno ime in interno številko te osebe? (Po potrebi: Želel/a bi govoriti z vodilno osebo, ki usklajuje aktivnosti na področju zdravja in varnosti pri delu v tem podjetju)

[Odkljukaj pravilno]

(196)

Informacija pridobljena	1
Ponovno kasneje pokliči dano številko (telefonska centrala)	2
Zavrnitev	3

EB620.3 MM003Q MODIFY

**MM003H** Prosim izberi pravilno

[Tick what applies] TT

Mrs	1	TT
Mr	2	TT

EB620.3 MM003H MODIFY

MM003N Full name of the person asked in MM003 TT

[Write down] TT

1	40	(198,199-238)

EB620.3 MM003N

[Odključaj pravilno] TT

Ga.	1	TT
G.	2	TT

EB620.3 MM003H MODIFY

MM003N Ime in priimek vprašane osebe iz MM003 TT

(Napiši) TT

1	40	(198,199-238)

EB620.3 MM003N

MM003T Direct phone number of the person asked in MM003 (including city code) TT

[Write down without /, ., +, etc. - for example 026611866] TT

1	20	(239,240-259)

EB620.3 MM003T

MM003T Direktna številka osebe iz MM003 (vključujoč klicno številko mesta) TT

(Napiši brez /, ., +, itd. - na primer 026611866) TT

1	20	(239,240-259)

EB620.3 MM003T

MM004 What do you think would be the best time to call again? TT

[Please code 'ddmm' and then 'hhmm'] TT  
(260-263) (264-267)

MM004 Kdaj bi bil, po vašem mnenju, najboljši čas za ponovni klic? TT

(Prosimo napiši "ddmm" in nato "hhmm") TT  
(260-263) (264-267)

TT [ ][ ][ ][ ] Date [ ][ ][ ][ ] Hour

EB620.3 MM004

Thank you for your help. Good bye. TT

TRY LATER TT

MM050 to MM099 : ask only in BE BG CY CZ EE EL HR HU IE LT MK MT PT RO SI SK TR TT

[ ][ ][ ][ ] Datum [ ][ ][ ][ ] Ura

EB620.3 MM004

Hvala za vašo pomoč. Nasvidenje.

POSKUSI KASNEJE

MM050 do MM099 : vprašaj le v BE BG CY CZ EE EL HU IE LT MT PT RO SK HR MK TR SI

**MM050** May I first of all check: Is the establishment at this address a single independent company or organization with no further branch-offices, production units or sales units elsewhere in (OUR COUNTRY) TT

(268)

A single independent company or organization	1	TT
One of a number of different establishments	2	TT
No answer	3	TT

EB620.4 MM050 NEW

ASK MM050a TO MM099 IF MM050=2 OTHERS GO TO MM102 TT

**MM050a** How many employees does this company have in (OUR COUNTRY)? Please add up the number of employees of all local establishments. TT

Read out categories and tick only one! Count the number of persons. Each employee is counted as one person, regardless whether they're working full-time or part-time (= headcount). TT

(269)		
1 to 9 employees	1	TT
10 to 19 employees	2	TT
20 to 49 employees	3	TT
50 to 249 employees	4	TT
250 to 499 employees	5	TT
500 or more employees	6	TT
No answer	7	TT

EB620.4 MM050a1 NEW

ASK MM051a TO MM099 IF MM050a=2,6 OTHERS STOP INTERVIEW TT

**MM050** Smem najprej preveriti: Ali je organizacija na tem naslovu samostojno, neodvisno podjetje ali organizacija brez drugih podružnic, proizvodnih ali prodajnih enot drugje v Sloveniji? Ali pa je ena številnih poslovnih enot na različnih lokacijah v Sloveniji, ki spadajo istemu podjetju ali TT

(268)

Samostojno neodvisno podjetje ali organizacija	1	TT
Eno od številnih različnih poslovnih enot	2	TT
Brez odgovora	3	TT

EB620.4 MM050 NEW

VPRAŠAJ MM050a ČE JE MM050=2 OSTALI PREIDEJO K MM102

**MM050a** Koliko zaposlenih ima to podjetje v Sloveniji? Prosim seštejte število zaposlenih v vseh lokalnih poslovnih enotah. TT

Preberi kategorije in odključaj le eno! Preštej število oseb. Vsak zaposlen se šteje za eno osebo, ne glede na to, ali dela s polnim ali s krajšim delovnim časom od polnega (=število zaposlenih). TT

(269)		
1 do 9 zaposlenih	1	TT
10 do 19 zaposlenih	2	TT
20 do 49 zaposlenih	3	TT
50 do 249 zaposlenih	4	TT
250 do 499 zaposlenih	5	TT
500 ali več zaposlenih	6	TT
Brez odgovora	7	TT

EB620.4 MM050a1 NEW

VPRAŠAJ MM051 DO MM099 ČE JE MM050a=2-6 PREOSTALI PRENEHAJO Z ANKETO

MM051 In this case we have to select one of the establishments for interview. This selection has to be made at random and has to follow statistical rules. To this end I would like to know: How many different establishments – including the headquarters – with 10 or more employees does your company have in (OUR COUNTRY)? TT

IF "NONE" CODE [0000] - IF "RESPONDENT HAS TO INVESTIGATE INFORMATION" CODE [9999] AND TRY AGAIN LATER - IF "NO ANSWER" CODE [9998]

(270-273)

establishments with 10 or more employees TT

EB620.4 MM051 NEW

IF MM051a=0 or 9998 STOP INTERVIEW TT

IF MM051a=9999 GOTO MM053a TT

ASK MM052a TO MM052e IF MM051a=1-9997 TT

MM052 Would you please tell me how many of these establishments have 10 to 19 employees ? TT

(IF "NONE" CODE '0000' – IF "DK" CODE '9999' – IF "RESPONDENT HAS TO INVESTIGATE" CODE '9998' – IF "NO ANSWER" CODE '9997')

(274-277)

establishments with 10 to 19 employees TT

EB620.4 MM052a NEW

MM052b Would you please tell me how many of these establishments have 20 to 49 employees ? TT

(IF "NONE" CODE '0000' – IF "DK" CODE '9999' – IF "RESPONDENT HAS TO INVESTIGATE" CODE '9998' – IF "NO ANSWER" CODE '9997')

(278-281)

establishments with 20 to 49 employees TT

EB620.4 MM052b NEW

MM052c Would you please tell me how many of these establishments have 50 to 249 employees ? TT

MM051 V tem primeru moramo izbrati eno poslovno enoto za intervju. Izbira mora biti naključna in mora slediti statističnim pravilom. Želel/a bi vedeti: Koliko različnih poslovnih enot - vključujoč sedež podjetja - z 10 ali več zaposlenimi ima vaše podjetje v Sloveniji

ČE JE ODGOVOR "NOBENA", VNESI KODO [0000]. ČE "MORA ANKETIRANEC TO INFORMACIJO POISKATI", VNESI KODO [9999] IN POISKUSI KASNEJE. ČE JE "BREZ ODGOVORA", VNESI KODO [9998].

(270-273)

poslovnih enot z 10 ali več zaposlenimi

EB620.4 MM051 NEW

V KOLIKOR MM051=0 ali MM051a=9998 NATO PRENEHAJ Z ANKETO

V KOLIKOR MM051=1, POJDI NA MM053a; ČE JE MM051= 9999, POTEK POSKUSI

VPRAŠAJ MM052a DO MM052e V KOLIKOR MM051a=2-9997

MM052 Mi poveste, prosim, koliko teh poslovnih enot ima 10 do 19 zaposlenih?

(ČE JE ODGOVOR "NOBENA", VNESI KODO "0000". ČE JE ODGOVOR "NE VEM", VNESI KODO "9999". ČE "MORA ANKETIRANEC PREVERITI", VNESI KODO "9998". ČE "NI ODGOVORA", VNESI KODO "9997".)

(274-277)

poslovnih enot z 10 do 19 zaposlenimi

EB620.4 MM052a NEW

MM052b Mi poveste, prosim, koliko teh poslovnih enot ima 20 do 49 zaposlenih?

(ČE JE ODGOVOR "NOBENA", VNESI KODO "0000". ČE JE ODGOVOR "NE VEM", VNESI KODO "9999". ČE "MORA ANKETIRANEC PREVERITI", VNESI KODO "9998". ČE "NI ODGOVORA", VNESI KODO "9997".)

(278-281)

poslovnih enot z 20 do 49 zaposlenimi

EB620.4 MM052b NEW

MM052c Mi poveste, prosim, koliko teh poslovnih enot ima 50 do 249 zaposlenih?

(IF "NONE" CODE '0000' – IF "DK" CODE '9999' – IF "RESPONDENT HAS TO INVESTIGATE" CODE '9998' – IF "NO ANSWER" CODE '9997')

(282-285)

establishments with 50 to 249 employees

EB620.4 MM052c NEW

MM052d Would you please tell me how many of these establishments have 250 to 499 employees ?

(IF "NONE" CODE '0000' – IF "DK" CODE '9999' – IF "RESPONDENT HAS TO INVESTIGATE" CODE '9998' – IF "NO ANSWER" CODE '9997')

(286-289)

establishments with 250 to 499 employees

EB620.4 MM052d NEW

MM052e Would you please tell me how many of these establishments have 500 or more employees ?

(IF "NONE" CODE '0000' – IF "DK" CODE '9999' – IF "RESPONDENT HAS TO INVESTIGATE" CODE '9998' – IF "NO ANSWER" CODE '9997')

(290-293)

establishments with 500 or more employees

EB620.4 MM052d NEW

MM052f Total number of establishments with 10 or more employees (MM052a to MM052e)

Do not ask - has to be calculated automatically on the basis of the entries before (294-297)

TOTAL NUMBER OF ESTABLISHMENTS WITH 10 OR MORE EMPLOYEES

EB620.4 MM052d NEW

Compare mm052f to figure indicated in MM051: If mm052f not equal mm051 show the following text:

"Interviewer: The sum in MM052 is not the same as the total given in the previous question MM051. Please check and correct!"

SEL053 (Random selection before MM053)

V KOLIKOR "NIČ" KODA "0000" - V KOLIKOR "DK" KODA "9999" - V KOLIKOR "MORA ANKETIRANEC PREVERITI" KODA "9998" - V KOLIKOR "NI ODGOVORA " KODA "9997")

(282-285)

poslovnih enot z 50 do 249 zaposlenimi

EB620.4 MM052c NEW

MM052d Mi poveste, prosim, koliko teh poslovnih enot ima 250 do 499 zaposlenih?

(ČE JE ODGOVOR "NOBENA", VNESI KODO "0000". ČE JE ODGOVOR "NE VEM", VNESI KODO "9999". ČE "MORA ANKETIRANEC PREVERITI", VNESI KODO "9998". ČE "NI ODGOVORA ", VNESI KODO "9997".)

(286-289)

poslovnih enot z 250 do 499 zaposlenimi

EB620.4 MM052d NEW

MM052e Mi poveste, prosim, koliko teh poslovnih enot ima 500 ali več zaposlenih?

(ČE JE ODGOVOR "NOBENA", VNESI KODO "0000". ČE JE ODGOVOR "NE VEM", VNESI KODO "9999". ČE "MORA ANKETIRANEC PREVERITI", VNESI KODO "9998". ČE "NI ODGOVORA ", VNESI KODO "9997".)

(290-293)

poslovnih enot z 500 ali več zaposlenimi

EB620.4 MM052d NEW

MM052f Skupno število poslovnih enot z 10 ali več zaposlenimi (MM052a do MM052e)

Ne vprašaj - mora biti izračunano na podlagi predhodnih navedb (294-297)

SKUPNO ŠTEVILO POSLOVNIH ENOT Z 10 ALI VEČ ZAPOSLENIMI

EB620.4 MM052d NEW

#####

"Anketar": Vsota v MM052 ni enaka skupni vsoti podani pri vprašanju MM051. Prosim preverite in popravite!"

SEL053 (Naključna izbira pred MM053)



Step 1: Check entries for the five size classes in MM052 and select one size class as follows:  
 a) If there are figures > 0 in one size class only: Select this size class and proceed with step 2.  
 b) Otherwise: select at random one of the size classes where figures > 0 are entered and proceed with step 2.

TT

Step 2: - Compute: <txt\_MM053> = label of the size class selected in step 1a or 1b (example: if the selected size class is "20 – 49 employees" then <txt\_MM053> = "20 – 49 employees"). - Compute: <fig\_MM053> = figure indicated in MM052 for the number of establishments in the size class selected in step 1a or 1b (example: if the selected size class is "20 – 49 employees" then <fig\_MM053> = mm052b)

TT

Step 3: - If the figure entered in MM052 for the size class selected in step 1a/b = 1 (i.e. if <fig\_MM053> = 1): Go to MM053b. - If the figure entered in MM052 for the size class selected in step 1a/b > 1 (i.e. if <fig\_MM053> > 1): Go to MM053c.

TT

MM053a is asked if there is only 1 establishment with 10 or more employees in MM051 (i.e. if mm051 = 1).

TT

IF MM052f=9998 CALL AGAIN LATER - IF MM052f=9997 STOP INTERVIEW

TT

1. korak: preveri vnose za pet velikostnih razredov v MM052 in izberi en razred kot sledi: a) Če so številke > 0 v samo enem velikostnem razredu, izberi ta razred in nadaljuj z 2. korakom. B) V obratnem primeru naključno izberi enega izmed velikostnih razredov, kjer so številke > 0 in nadaljuj z 2. korakom.

2. korak: izračunaj <txt\_MM053>=označba izbranega velikostnega razreda pri koraku 1a ali 1b (primer: v kolikor je izbrani velikostni razred "20-49 zaposleni" nato <txt\_MM053> = "20-49 zaposlenih"). - Izračunaj: <fig\_MM053> = številka navedena v MM052 za število podjetij v izbranem velikostnem razredu v 1a ali 1b koraku (primer: v kolikor je izbrani velikostni razred "20-49 zaposlenih" nato <fig\_MM053> = mm052b)

3. korak: V kolikor je vpisana številka v MM052 za izbrani velikostni razred pri 1 a/b koraku = 1 (npr. v kolikor <fig\_MM053 = 1): Pojdi na MM053B. - V kolikor je vpisana številka v MM052 za izbrani velikostni razred pri 1 a/b koraku > 1 (npr. v kolikor <fig\_MM053> > 1): Pojdi na MM053c.

MM053a se vpraša, če je le 1 poslovna enota z 10 ali več zaposlenimi v MM051 (npr. v kolikor je mm051 = 1) ) ali če je MM051 = 9999.

V KOLIKOR JE MM052f=9998, POJDI NA MM004 (PONOVRNO POKLIČI KASNEJE). ČE SO VSI ODGOVORI V MM052-MM052e = 9997, 9999, PREKINI ANKETO in prikaži tekst

MM053a In this case the right unit for the interview would be the establishment with 10 or more employees. Would you please give me the telephone number of that establishment and – if possible – the name of the most senior person who is in charge of personnel in that establishment.

TT

MM053a V tem primeru bi bila prava enota za anketo poslovna enota z 10 ali več zaposlenimi. Mi lahko, prosim, date telefonsko številko te poslovne enote in - v kolikor je mogoče - tudi ime najbolj odgovorne vodilne osebe, ki koordinira zdravstven zadeve in zadeve varnosti pri delu v tej poslovni enoti.

[Tick what applies]

TT

	<b>(298)</b>	
The respondent is this person	1	TT
Information obtained	2	TT
Call the present number (switchboard) again later on	3	TT
Refused	4	TT

EB620.4 MM053a NEW

IF MM0053a=4 THEN STOP INTERVIEW

TT

[Odkljukaj pravilno]

	<b>(298)</b>
Anketiranec je oseba	1
Informacija je pridobljena	2
Kasneje ponovno pokliči dano številko (telefonska centrala)	3
Zavrnitev	4

EB620.4 MM053a NEW

V KOLIKOR MM0053a=4 POTEM PREKINI ANKETO

MM053a Please choose the correct option

TT

MM053a Prosim izberite pravilno

TT

[Tick what applies]

TT

	<b>(299)</b>	
Mrs	1	TT
Mr	2	TT

EB620.4 MM053aH NEW

[Odkljukaj pravilno]

	<b>(299)</b>
Ga.	1
G.	2

EB620.4 MM053aH NEW

MM053a Full name of the person asked in MM053a TT  
N

[Write down] TT  
1 40 (300,301-340)

EB620.4 MM053aN NEW

MM053a Popolno ime vprašane osebe iz MM053a TT  
N

(Napiši) TT  
1 40 (300,301-340)

EB620.4 MM053aN NEW

MM053aT Direct phone number of the person asked in MM053a (including city code) TT

[Write down without /, ., +, etc. - for example 026611866] TT  
1 20 (341,342-361)

EB620.4 MM053aT NEW

MM053aT Direktna telefonska številka osebe iz MM053a (vključno s področno kodo) TT

(Napiši brez /, ., +, itd. - na primer 026611866) TT  
1 20 (341,342-361)

EB620.4 MM053aT NEW

IF MM0053a=3 TT

Thank you very much. Good bye. TT

Quit interview and call again later at agreed time. Start interview with MM053 then. TT

V KOLIKOR MM0053a=3 TT

Najleša hvala. Nasvidenje. TT

Prekini anketo in pokliči kasneje ob dogovorjenem času. Prični anketo z MM053. TT

Make sure that information collected so far is stored and will be available for second call and for final data file. Add a suitable entry for the second call and begin with the appropriate version of MM053 (i.e. MM053a, b or c).

TT

IF MM0053a=1 GO TO MM099

TT

IF MM0053a=2 GO TO MM097

TT

MM053b is asked if there is only 1 establishment in the size class selected in SEL053, step 1a/b (i.e. if <fig\_MM053> = 1).

TT

Poskrbi, da so zbrane informacije shranjene in so na voljo za drugi intervju ter za končno zbirko podatkov. Dodaj potrebne podatke za drugo anketo in prični z primerno verzijo MM053 (npr. MM053a, b ali c).

V KOLIKOR JE MM053a=1, POTEK POJDI NA MM099

V KOLIKOR JE MM053a=2, POTEK POJDI NA MM097

MM053b se vpraša, če je le 1 poslovna enota v izbranem velikostnem razredu SEL053, 1 a/b korak (npr. če<fig\_MM053> = 1)

**MM053b** In this case the right unit for the interview would be the establishment with <txt\_MM053>. Would you please give me the telephone number of that establishment and – if possible – the name of the most senior person who is in charge of personnel in that establishment.

TT

**MM053b** V tem primeru bi bila prava enota za anketo poslovna enota z <txt\_MM053>. Mi lahko, prosim, date telefonsko številko te poslovne enote in - v kolikor je mogoče - tudi ime najbolj odgovorne vodilne osebe, ki koordinira zdravstven zadeve in zadeve varnosti pri delu v tej poslovni enoti.

[Tick what applies]

TT

	(362)	
The respondent is this person	1	TT
Information obtained	2	TT
Call the present number (switchboard) again later on	3	TT
Refused	4	TT

EB620.4 MM053b NEW

IF MM0053b=4 THEN STOP INTERVIEW

TT

[Odkljukaj pravilno]

	(362)	
Anketiranec/ka je oseba	1	
Pridobljena informacija	2	
Kasneje ponovno pokliči dano številko (telefonska centrala)	3	
Zavrnitev	4	

EB620.4 MM053b NEW

V KOLIKOR JE MM0053b=4, KONČAJ ANKETO

**MM053b**  
**H** Please choose the correct option

TT

**MM053b**  
**H** Prosim izberite pravilno

[Tick what applies]

	(363)	
Mrs	1	TT
Mr	2	TT

EB620.4 MM053bH NEW

[Odkljukaj pravilno]

	(363)	
Ga.	1	
G.	2	

EB620.4 MM053bH NEW

**MM053b**  
**N** Full name of the person asked in MM053b

TT

**MM053b**  
**N** Popolno ime vprašane osebe iz MM053b

[Write down]

		(364,365-404)
1	40	

[Napiši]

		(364,365-404)
1	40	

EB620.4 MM053bN NEW

EB620.4 MM053bN NEW

MM053bT Direct phone number of the person asked in MM053b (including city code) TT

[Write down without /, ., +, etc. - for example 026611866]

1 20 (405,406-425)

EB620.4 MM053bT NEW

MM053bT Direktna telefonska številka osebe iz MM053b (vključno s področno kodo) TT

[Napiši brez /, ., +, itd. - na primer 026611866]

1 20 (405,406-425)

EB620.4 MM053bT NEW

IF MM0053b=1 GO TO MM099 TT

IF MM0053b=2 GO TO MM097 TT

IF MM0053b=3 TT

Thank you very much. Good bye. TT

Quit interview and call again later at agreed time. Start interview with MM053 then. TT

Make sure that information collected so far is stored and will be available for second call and for final data file. Add a suitable entry for the second call and begin with the appropriate version of MM053 (i.e. MM053a, b or c). TT

MM053c is asked if there is more than 1 establishment in the size class selected in SEL053, step 1a/b (i.e. if <fig\_MM053> > 1). TT

Make a random selection of one letter between A and Z and show this letter here. TT

V KOLIKOR JE MM0053b=1, POJDI NA MM099

V KOLIKOR JE MM0053b=2, POJDI NA MM097

ČE MM0053b=3

Najlepša hvala. Nasvidenje.

Prekini anketo in pokliči kasneje ob dogovorjenem času. Prični anketo z MM053.

Poskrbi, da so zbrane informacije shranjene in so na voljo za drugi intervju ter za končno zbirko podatkov. Dodaj potrebne podatke za drugo anketo in prični z primerno verzijo MM053 (npr. MM053a, b ali c).

MM053c se vpraša, če je več kot 1 poslovna enota izbranega velikostnega razreda SEL053, korak 1 a/b (npr. v kolikor <fig\_MM053> > 1).

Naključno izberi črko med A in Z in tukaj pokaži črko.

**MM053c** In this case I would like to conduct the interview for one of the establishments with <txt\_MM053>. For the random selection it would be helpful if you had a list of the <fig\_MM053> establishments with <txt\_MM053> in (OUR COUNTRY). Which of these establishments is located in a community the name of which starts with the letter "<?>\*)" or the letter which follows next in the alphabet. Would you please give me the telephone number of that establishment and – if possible – the name of the most senior person who is in charge of personnel in that establishment?

TT

If more than one establishment in this community: And which of these establishments is located in a street the name of which starts with the letter "<?>\*)" or the letter which follows next in the alphabet? [Tick what applies]

TT

	<b>(426)</b>	
The respondent is this person	1	TT
Information obtained	2	TT
Call the present number (switchboard) again later on	3	TT
Refused	4	TT

EB620.4 MM053c NEW

IF MM0053c=4 THEN STOP INTERVIEW

TT

**MM053cH** Please choose the correct option

TT

[Tick what applies]

TT

	<b>(427)</b>	
Mrs	1	TT
Mr	2	TT

EB620.4 MM053cH NEW

**MM053cN** Full name of the person asked in MM053c

TT

[Write down]

TT

1	40	<b>(428,429-468)</b>

**MM053c** V tem primeru bi rad/a izvedla anketo z eno izmed poslovnih enot iz <"txt\_MM053>. Za naključni izbor bi bilo dobro imeti seznam >fig MM053> poslovnih enot z >txt\_MM053> v Sloveniji. Katera od teh poslovnih enot se nahaja v občini, ki se prične z črko "<?>" ali črko, ki je naslednja v abecedi. Mi lahko, prosim, date telefonsko številko te poslovne enote in - v kolikor je mogoče - tudi ime najbolj odgovorne vodilne osebe, ki koordinira zdravstven zadeve in zadeve varnosti pri delu v tej poslovni enoti.

V kolikor je več poslovnih enot v tej občini: In katera poslovna enota se nahaja v ulici, ki se prične s črko "<?>)" ali črko, ki je naslednja v abecedi? (Odključaj ustrezno)

	<b>(426)</b>	
Anketiranec/ka je oseba	1	
Pridobljena informacija	2	
Kasneje ponovno pokliči dano številko (telefonska centrala)	3	
Zavrnitev	4	

EB620.4 MM053c NEW

V KOLIKOR JE MM0053c=4, KONČAJ ANKETO

**MM053cH** Prosim izberite pravilno

[Odključaj pravilno]

	<b>(427)</b>	
Ga.	1	
G.	2	

EB620.4 MM053cH NEW

**MM053cN** Popolno ime vprašane osebe iz MM053c

[Napiši]

1	40	<b>(428,429-468)</b>

EB620.4 MM053cN NEW

EB620.4 MM053cN NEW

MM053cT Direct phone number of the person asked in MM053c (including city code) TT

MM053cT Direktna telefonska številka osebe iz MM053c (vključno s področno kodo) TT

[Write down without /, ., +, etc. - for example 026611866] TT

1 20 (469,470-489)

Empty text box for recording the phone number.

[Napiši brez /, ., +, itd. - na primer 026611866] TT

1 20 (469,470-489)

Empty text box for recording the phone number.

EB600.' MM053cT NEW

EB600.' MM053cT NEW

IF MM053c=1 GO TO MM099 TT

V KOLIKOR JE MM053c=1, POTEM POJDI NA MM099

IF MM053c=2 GO TO MM097 TT

V KOLIKOR JE MM053c=2, POTEM POJDI NA MM097

IF MM053c=3 TT

V KOLIKOR MM053c=3

Thank you very much. Good bye. TT

Najlepša hvala. Nasvidenje.

Quit interview and call again later at agreed time. Start interview with MM053 then. TT

Prekini anketo in pokliči kasneje ob dogovorjenem času. Prični anketo z MM053.

Make sure that information collected so far is stored and will be available for second call and for final data file. Add a suitable entry for the second call and begin with the appropriate version of MM053 (i.e. MM053a, b or c). TT

Poskrbi, da so zbrane informacije shranjene in so na voljo za drugi intervju ter za končno zbirko podatkov. Dodaj potrebne podatke za drugo anketo in prični z primerno verzijo MM053 (npr. MM053a, b ali c).

ASK MM097 IF MM053a, MM053b or MM053c = 2 TT

VPRASHAJ, MM097 ČE SO MM053a, MM053b ali MM053c = 2

MM097 Is the selected establishment the headquarters or is it a subsidiary site? TT

MM097 Ali je izbrana poslovna enota sedež podjetja ali podružnica? TT

(490)

Headquarters	1	TT
Subsidiary site	2	TT
No answer	3	TT

(490)

Sedež podjetja	1
Podružnica	2
Brez odgovora	3

EB620.4 MM097 NEW

EB620.4 MM097 NEW

Thank you very much. TT

Quit interview. Call telephone number given in MM053a, b or c and ask for the person named there (or for most senior person who is in charge of personnel in that establishment). Start interview with MM001 and then directly go to MM102 after contact phase. TT

Make sure that information collected so far is stored and will be available for second call and for final data file. TT

ASK MM099 IF MM053a, MM053b or MM053c = 1 TT

Najlepša hvala. TT

Prekini anketo. Pokliči dano telefonsko številko iz MM053a, b ali c in prosi za imenovano osebo (ali z vodilno osebo, ki usklajuje aktivnosti na področju zdravja in varnosti pri delu v tej poslovni enoti). Prični anketo z MM001 in pojdí po kontaktni fazi direktno na MM102. TT

Poskrbi da so zbrane informacije shranjene in so na voljo za drugi intervju ter za končno zbirko podatkov. TT

VPRAŠAJ MM099, ČE SO MM053a, MM053b ali MM053c = 1 TT

MM099 Is the selected establishment the headquarters or is it a subsidiary site? TT

(491)		
Headquarters	1	TT
Subsidiary site	2	TT
No answer	3	TT

EB620.4 MM099 NEW

IF MM099=1,2,3 GO TO MM102 TT

B. BACKGROUND INFORMATION TT

ASK MM100 TO ALL EXCEPT in BE BG CY CZ EE EL HR HU IE LT MK MT PT RO SI SK TR TT

MM100 May I first of all check: Is the establishment at this address a single independent organisation, or is it one of a number of establishments at different locations in (OUR COUNTRY) belonging to the same company or organisation? NTL

[Tick what applies]		
(512)		
A single independent company or organization	1	NTL
One of a number of different establishments	2	NTL
DK/ NA (SPONTANEOUS)	3	NTL

EB620.3 MM100 MODIFY

ASK MM101 IF MM050=2 OR MM100=2 TT

MM101 Is it the headquarters or is it a subsidiary site? TT

[Tick what applies] TT

MM099 Ali je izbrana poslovna enota sedež podjetja ali podružnica? TT

(491)		
Sedež podjetja	1	
Podružnica	2	
Brez odgovora	3	

EB620.4 MM099 NEW

V KOLIKOR JE MM099=1,2,3 POJDI NA MM102b

B. OSNOVNE INFORMACIJE

VPRAŠAJ MM100 VSE, RAZEN BE, BG, CY, CZ, EE, EL, HR, HU, IE, LT, MK, MT, PT, RO, SI, SK, TR.

MM100

(512)		
	1	
	2	
	3	

EB620.3 MM100 MODIFY

MM101





No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 MM103

ASK MM106 IF MM103 = 2 OR 3 TT

**MM106** Was this establishment founded before 1990, between 1990 and 2005 or after 2005? TT

[Read out] TT

<b>(525)</b>		
Before 1990	1	TT
Between 1990 and 2005	2	TT
After 2005	3	TT
DK/ NA (SPONTANEOUS)	4	TT

EB620.3 MM106 MODIFY

C. GENERAL HEALTH AND SAFETY MANAGEMENT IN THE ESTABLISHMENT TT

ASK ALL RT

**MM150** What health and safety services do you use, be it in-house or contracted externally? TT

[Read out]	Yes	No	DK/ NA	TT
------------	-----	----	--------	----

(546) 1 An occupational health doctor 1 2 3 TT

(547) 2 A safety expert 1 2 3 TT

(548) 3 A psychologist 1 2 3 TT

(549) 4 An ergonomics expert, dealing with the set up of the workstation 1 2 3 TT

(550) 5 A general health and safety consultancy 1 2 3 TT

EB620.3 MM150 MODIFY

**MM152** Does your establishment routinely analyse the causes of sickness absence? TT

[Tick what applies] TT

<b>(551)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

Ne	2
Ne vem/Brez odgovora (SPONTANO)	3

EB620.3 MM103

VPRAŠAJ MM106, V KOLIKOR JE MM103 = 2 ALI 3

**MM106** Ali je bila ta poslovna enota ustanovljena pred letom 1990, med 1990 in 2005 ali po letu 2005? TT

(Preberi) TT

<b>(525)</b>		
Pred letom 1990	1	
Med letom 1990 in 2005	2	
Po letu 2005	3	
Ne vem/Brez odgovora (SPONTANO)	4	

EB620.3 MM106 MODIFY

C. SPLOŠNO UPRAVLJANJE VARNOSTI IN ZDRAVJA PRI DELU V POSLOVNI ENOTI

VPRAŠAJ VSE

**MM150** Kakšne storitve na področju varnosti in zdravja pri delu uporabljate, bodisi da jih zagotavljate z lastnimi kadri ali na podlagi pogodbe z zunanjim izvajalcem? TT

(Preberi)	Da	Ne	Ne vem/Brez odgovora	TT
-----------	----	----	----------------------	----

(546) 1 Zdravnik - specialist medicine dela 1 2 3 TT

(547) 2 Izvedenec za varnost pri delu 1 2 3 TT

(548) 3 Psiholog 1 2 3 TT

(549) 4 Strokovnjak za ergonomijo, ki se ukvarja postavitvijo delovnih mest? 1 2 3 TT

(550) 5 Splošni svetovalec za varnost in zdravje pri delu 1 2 3 TT

EB620.3 MM150 MODIFY

**MM152** Ali vaša poslovna enota redno analizira vzroke odstotnosti zaradi bolezni? TT

(Odključaj pravilno) TT

<b>(551)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 MM152 MODIFY

MM153 Do you take measures to support employees' return to work following a long-term sickness absence? TT

[Tick what applies] TT

<b>(552)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 MM153 MODIFY

MM154 Is the health of employees monitored through regular medical examinations? TT

[Tick what applies] TT

<b>(553)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 MM154 MODIFY

MM155 Is there a documented policy, established management system or action plan on health and safety in your establishment? TT

[Tick what applies] TT

<b>(554)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 MM155

ASK MM156 IF MM155 = 1 TT

MM156 In practice, how much of an impact does this policy, management system or action plan have on health and safety in your establishment? Does it have a large impact, some impact or practically no impact? TT

[Read out] TT

<b>(555)</b>		
Large impact	1	TT
Some impact	2	TT
Practically no impact	3	TT
DK/ NA (SPONTANEOUS)	4	TT

EB620.3 MM152 MODIFY

MM153 Ali ste sprejeli ukrepe, ki bi olajšali vrnitev zaposlenih na delovno mesto po dolgotrajni odsotnosti z dela zaradi bolezni? TT

[Odključaj pravilno] TT

<b>(552)</b>		
Da	1	
Ne	2	
Ne vem /Brez odgovora (SPONTANO)	3	

EB620.3 MM153 MODIFY

MM154 Ali je zdravje zaposlenih spremljate z rednimi zdravniškimi pregledi? TT

[Odključaj pravilno] TT

<b>(553)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 MM154 MODIFY

MM155 Ali v vaši poslovni enoti obstaja dokumentirana politika, izdelan sistem upravljanja ali akcijski načrt varnosti in zdravja pri delu? TT

[Odključaj pravilno] TT

<b>(554)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 MM155

VPRAŠAJ MM156 V KOLIKOR MM155 = 1 TT

MM156 Kakšen vpliv ima v praksi ta dokumentirana politika, izdelan sistem upravljanja ali akcijski načrt za varnost in zdravje pri delu v vaši poslovni enoti? Ali ima velik vpliv, delni vpliv ali praktično nima vpliva? TT

[Preberi] TT

<b>(555)</b>		
Velik vpliv	1	
Delni vpliv	2	
Praktično nima vpliva	3	
Ne vem/Brez odgovora (SPONTANO)	4	

EB620.3 MM156 MODIFY

EB620.3 MM156 MODIFY

ASK MM157 IF MM155 = 2 TT

VPRAŠAJ MM157 V KOLIKOR MM155 = 2

**MM157** Are there any particular reasons for not having developed such a policy, management system or action plan so far? Please tell me which of the following statements – if any – apply to the situation in your establishment? TT

**MM157** Ali obstaja kakšen poseben razlog, da takšna politika, sistem upravljanja ali akcijski načrt še ni bil razviti? Povejte mi, prosim, katera izjava - če katera - se nanaša na razmere v vaši poslovni enoti? TT

[Read out]	Yes	No	DK/ NA
------------	-----	----	--------

(Preberi)	Da	Ne	Ne vem/Brez odgovora
-----------	----	----	----------------------

(556)	1	We don't see the benefit of such a policy, management system or action plan	1	2	3	TT
(557)	2	We haven't had time to develop any of these	1	2	3	TT
(558)	3	We don't have the expertise to develop these	1	2	3	TT
(559)	4	In view of our health and safety risks this is not necessary	1	2	3	TT
(560)	5	The necessary financial resources were not available	1	2	3	TT

(556)	1	Ne vidimo prednosti takšne politike, sistema upravljanja ali akcijskega načrta	1	2	3	TT
(557)	2	Nismo imeli časa, da bi razvili karkoli od	1	2	3	TT
(558)	3	Nimamo strokovnega znanja za njihov razvoj	1	2	3	TT
(559)	4	Z vidika naših varnostnih in zdravstvenih tveganj to ni potrebno	1	2	3	TT
(560)	5	Potrebni finančni viri niso bili na voljo	1	2	3	TT

EB620.3 MM157

EB620.3 MM157

ASK ALL RT

VPRAŠAJ VSE

**MM158** Are health and safety issues raised in high level management meetings regularly, occasionally or practically never? TT

**MM158** Ali se na najvišjih sestankih vodstva redno, občasno ali praktično nikoli ne razpravlja o vprašanih varnosti in zdravja pri delu ? TT

[Read out]	(561)		
Regularly	1	RT	
Occasionally	2	RT	
Practically never	3	TT	
DK/ NA (SPONTANEOUS)	4	TT	

(Preberi)	(561)		
Redno	1		
Včasih	2		
Praktično nikoli	3		
Ne vem/Brez odgovora (SPONTANO)	4		

EB620.3 MM158 MODIFY

EB620.3 MM158 MODIFY

**MM159** Overall, how would you rate the degree of involvement of the line managers and supervisors in the management of health and safety? Is it very high, quite high, quite low or very low? TT

**MM159** Gledano celovito, kako bi ocenili stopnjo vključenosti vodilnih in vodstvenih delavcev ter nadzornikov v upravljanje varnosti in zdravja pri delu? Ali je njihova vključenost zelo visoka, dokaj visoka, dokaj nizka ali zelo nizka? TT

[Read out]	(562)		
Very high	1	TT	
Quite high	2	TT	
Quite low	3	TT	

(Preberi)	(562)		
Zelo visoka	1		
Dokaj visoka	2		
Dokaj nizka	3		

Very low	4	TT
DK/ NA (SPONTANEOUS)	5	TT

Zelo nizka	4
Ne vem/Brez odgovora (SPONTANO)	5

EB620.3 MM159 MODIFY

EB620.3 MM159 MODIFY

**MM161** Are workplaces in your establishment regularly checked for safety and health as part of a risk assessment or similar measure? TT

**MM161** Ali varnost in zdravje na delovnih mestih v vaši poslovni enoti redno preverjajo v sklopu ocenitve tveganja ali podobnih meritev? TT

[Tick what applies] TT

[Odključaj pravilno] TT

<b>(563)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

<b>(563)</b>	
Da	1
Ne	2
Brez odgovora (SPONTANO)	3

EB620.3 MM161 MODIFY

EB620.3 MM161 MODIFY

ASK MM162 TO MM166 IF MM161 = 1 TT

VPRAŠAJ MM162 DO MM166, V KOLIKOR MM161 = 1

**MM162** Are these risk assessments or workplace checks mostly conducted by your own staff or are they normally contracted to external service providers? TT

**MM162** Ali ocenjevanje tveganja ali preverjanja delovnega mesta izvaja vaše osebe ali zunanji izvajalci te storitve? TT

[Read out] TT

(Preberi) TT

<b>(564)</b>		
Conducted by own staff	1	TT
Contracted to external providers	2	TT
Both about equally (SPONTANEOUS)	3	TT
DK/ NA (SPONTANEOUS)	4	TT

<b>(564)</b>	
Izvaja lastno osebe	1
Izvajajo zunanji izvajalci	2
Oboje približno enako (SPONTANO)	3
Ne vem/Brez odgovora (SPONTANO)	4

EB620.3 MM162 MODIFY

EB620.3 MM162 MODIFY

**MM163** On which occasions are these risk assessments or workplace checks carried out? TT

**MM163** Ob kakšnih priložnostih se izvajajo ocenjevanje tveganja ali preverjanja delovnega mesta? TT

[Read out]	Yes	No	DK/ NA
------------	-----	----	--------

(Preberi)	Da	Ne	Ne vem/Brez odgovora
-----------	----	----	----------------------

**(565)** 1 Following a change in the staffing, layout or organisation of work TT

**(565)** 1 Ob spremembi kadrovske strukture, ureditve ali organizacije dela TT

**(566)** 2 At the request of employees, e.g. in case of complaints TT

**(566)** 2 Na zahtevo zaposlenih, npr. v primeru pritožb TT

**(567)** 3 At regular intervals, without any specific cause TT

**(567)** 3 V rednih presledkih, brez posebnega razloga TT

EB620.3 MM163 MODIFY

EB620.3 MM163 MODIFY

**MM164** Which of the following areas are routinely considered in these checks? TT

**MM164** Katere od sledečih področij se vedno upošteva pri teh preverjanjih? TT

	[Read out]	Yes	No	DK/ NA	TT
--	------------	-----	----	--------	----

(568)	1	Equipment and working environment	1	2	3	TT
(569)	2	The way work is organised	1	2	3	TT
(570)	3	Irregular or long working hours	1	2	3	TT
(571)	4	Supervisor-employee relationships	1	2	3	TT

EB620.3 MM164

MM166 Which of the following actions have been taken as a follow-up to these checks? TT

	[Read out]	Yes	No	DK/ NA	TT
--	------------	-----	----	--------	----

(572)	1	Changes to equipment or working environment	1	2	3	TT
(573)	2	Changes to the way work is organised	1	2	3	TT
(574)	3	Changes to working time arrangements	1	2	3	TT
(575)	4	Provision of training	1	2	3	TT

EB620.3 MM166 MODIFY

ASK MM169 IF MM161 = 2 TT

MM169 Are there any particular reasons why these checks are not regularly carried out? Please tell me which of the following statements – if any – apply to your establishment? TT

	[Read out] - Items randomize	Yes	No	DK/ NA	TT
--	------------------------------	-----	----	--------	----

(576)	1	The necessary expertise is lacking	1	2	3	TT
(577)	2	Risk assessments are too time consuming or expensive	1	2	3	TT
(578)	3	The legal obligations on risk assessment are too complex	1	2	3	TT
(579)	4	It is not necessary, because we do not have any major problems	1	2	3	TT

EB620.3 MM169 MODIFY

ASK ALL RT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora
--	-----------	----	----	----------------------

(568)	1	Oprema in delovno okolje	1	2	3
(569)	2	Način organizacije dela	1	2	3
(570)	3	Nereden ali daljši delovni čas	1	2	3
(571)	4	Odnos med nadrejenim in zaposlenim	1	2	3

EB620.3 MM164

MM166 Kaj od sledečega je bilo izvedeno kot posledica preverjanj? TT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora
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(572)	1	Spremembe opreme ali delovnega okolja	1	2	3
(573)	2	Sprememba načina organizacije dela	1	2	3
(574)	3	Spremembe dogovorjenega delovnega časa	1	2	3
(575)	4	Zagotavljanje usposabljanja	1	2	3

EB620.3 MM166 MODIFY

VPRAŠAJ MM169 V KOLIKOR MM161 = 2

MM169 Ali obstajajo posebni razlogi, da se preverjanja ne izvajajo redno? Prosim povejte mi, katera od sledečih izjav - če katera - velja za vašo poslovno enoto? TT

	(Preberi) - Naključna izbira	Da	Ne	Ne vem/Brez odgovora
--	------------------------------	----	----	----------------------

(576)	1	Pomanjkanje potrebnega strokovnega znanja	1	2	3
(577)	2	Ocene tveganja so preveč časovno zamudne ali drage	1	2	3
(578)	3	Pravne obveznosti ocenjevanja tveganja so preveč obsežne/komplicirane	1	2	3
(579)	4	Ni potrebe, saj nimamo večjih težav	1	2	3

EB620.3 MM169 MODIFY

VPRAŠAJ VSE

**MM170** Has the {labour inspectorate}\* visited this workplace in the last 3 years in order to check health and safety conditions? TT

[Tick what applies]		(580)		
Yes	1	RT		
No	2	RT		
DK/ NA (SPONTANEOUS)	3	TT		

EB620.3 MM170 MODIFY

**MM170** Ali je v zadnjih 3 letih (inšpektorat za delo) obiskal delovna mesta, da bi preveril zdravstvene in varnostne pogoje? TT

[Odkljukaj pravilno]		(580)		
Da	1			
Ne	2			
Ne vem/Brez odgovora (SPONTANO)	3			

EB620.3 MM170 MODIFY

**MM171** In your establishment, how important are the following reasons for addressing health and safety? For each one, please tell me whether it is a major reason, a minor reason or not a reason at all. TT

	[Read out]	Major	Minor	No	DK/ NA	
--	------------	-------	-------	----	--------	--

(581)	1	Fulfillment of legal obligation	1	2	3	4	TT
(582)	2	Requests from employees or their representatives	1	2	3	4	TT
(583)	3	Staff retention and absence management	1	2	3	4	TT
(584)	4	Economic or performance-related reasons	1	2	3	4	TT
(585)	5	Requirements from clients or concern about the organisation's reputation	1	2	3	4	TT
(586)	6	Pressure from the {labour inspectorate}*	1	2	3	4	TT

EB620.3 MM171 MODIFY

**MM171** Kako pomembni so sledeči razlogi za obravnavo varnosti in zdravja pri delu v vaši poslovni enoti? Prosim povejte mi za vsakega, ali gre za pomemben razlog, manj pomemben razlog ali sploh ni razlog? TT

	(Preberi)	Zelo	Manj	Ni	Ne vem/Brez odgovora	
--	-----------	------	------	----	----------------------	--

(581)	1	Izpolnjevanje pravnih obveznosti	1	2	3	4	TT
(582)	2	Zahteve zaposlenih ali njihovih predstavnikov	1	2	3	4	TT
(583)	3	Zadržati osebe in upravljati z odstotnostjo z dela	1	2	3	4	TT
(584)	4	Ekonomski vzroki ali vzroki, povezani s storilnostjo	1	2	3	4	TT
(585)	5	Zahteve strank ali zaskrbljenost za ugled organizacije	1	2	3	4	TT
(586)	6	Pritisk (inšpektorata za delo)?	1	2	3	4	TT

EB620.3 MM171 MODIFY

**MM172** In your establishment, what are the main difficulties in dealing with health and safety? Please tell me for each of the following whether it is a major difficulty, a minor difficulty, or not a difficulty at all. TT

	[Read out]	Major	Minor	No	DK/ NA	
--	------------	-------	-------	----	--------	--

(587)	1	A lack of resources such as time, staff or money	1	2	3	4	TT
(588)	2	A lack of awareness	1	2	3	4	TT
(589)	3	A lack of expertise	1	2	3	4	TT
(590)	4	A lack of technical support or guidance	1	2	3	4	TT

**MM172** Katere so glavne težave pri obravnavanju varnosti in zdravja pri delu v vaši poslovni enoti? Prosim, povejte mi za vsako od sledečih izjav ali predstavlja veliko težavo, manjšo težavo ali sploh ni težava? TT

	(Preberi)	Velika	Manjša	Ni	Ne vem/Brez odgovora	
--	-----------	--------	--------	----	----------------------	--

(587)	1	Pomanjkanje časa, zaposlenih ali denarja	1	2	3	4	TT
(588)	2	Pomanjkanje zavedanja	1	2	3	4	TT
(589)	3	Pomanjkanje strokovnega znanja	1	2	3	4	TT
(590)	4	Pomanjkanje tehnične podpore ali navodil	1	2	3	4	TT

(591)	5	The culture within the establishment	1	2	3	4	TT
(592)	6	The sensitivity of the issue	1	2	3	4	TT

EB620.3 MM172 MODIFY

MM173 Have you used health and safety information from any of the following bodies or institutions? TT

	[Read out]	Yes	No	DK/ NA	TT
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(593)	1	Official institutes for health and safety at work	1	2	3	TT
(594)	2	The European Agency for safety and health at work	1	2	3	TT
(595)	3	In-house health and safety services	1	2	3	TT
(596)	4	The {labour inspectorate}*	1	2	3	TT
(597)	5	Employers' organisations	1	2	3	TT
(598)	6	Trade unions	1	2	3	RT
(599)	7	Contracted health and safety experts	1	2	3	TT
(600)	8	Insurance providers	1	2	3	TT

EB620.3 MM173 MODIFY

ASK ALL RT

MM175 Are you aware of the European Week for safety and health at work? TT

	[Tick what applies]				TT
		(601)			
	Yes	1			RT
	No	2			RT
	DK/ NA (SPONTANEOUS)	3			TT

EB620.3 MM175

D.HEALTH AND SAFETY RISKS IN THE ESTABLISHMENT TT

ASK ALL RT

MM200 For each of the following issues, please tell me whether it is of major concern, some concern or no concern at all in your establishment. TT

	[Read out]	Major concern	Some concern	No concern	DK/ NA	TT
--	------------	---------------	--------------	------------	--------	----

(591)	5	Kultura znotraj poslovne enote	1	2	3	4	TT
(592)	6	Občutljivost zadeve	1	2	3	4	TT

EB620.3 MM172 MODIFY

MM173 Ali je vaša poslovna enota uporabila informacije o varnosti in zdravju pri delu katerega od sledečih organov ali institucij? TT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora	TT
--	-----------	----	----	----------------------	----

(593)	1	Uradne institucije s področja varnosti in zdravja pri delu	1	2	3	TT
(594)	2	Evropska agencija za varnost in zdravje pri delu	1	2	3	TT
(595)	3	Interne storitve varnosti in zdravja pri delu	1	2	3	TT
(596)	4	(Inšpektorat za delo)*	1	2	3	TT
(597)	5	Delodajalske organizacije	1	2	3	TT
(598)	6	Sindikati	1	2	3	RT
(599)	7	Strokovnjaki za varnost in zdravje pri delu, najeti po naročilu	1	2	3	TT
(600)	8	Ponudniki zavarovanj	1	2	3	TT

EB620.3 MM173 MODIFY

VPRAŠAJ VSE

MM175 Ali poznate Evropski teden varnosti in zdravja pri delu? TT

	(Odklikuj pravilno)				TT
		(601)			
	Da	1			RT
	Ne	2			RT
	Ne vem/Brez odgovora (SPONTANO)	3			TT

EB620.3 MM175

D. ZDRAVSTVENA IN VARNOSTNA TVEGANJA V POSLOVNI ENOTI TT

VPRAŠAJ VSE

MM200 Za vsako od sledečih zadev mi prosim povejte, ali povzroča veliko skrbi, nekaj skrbi ali ne povzroča skrbi v vaši poslovni enoti? TT

	(Preberi)	Veliko skrbi	Nekaj skrbi	Ne povzroča skrbi	Ne vem/Brez odgovora	TT
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(622)	1	Dangerous substances (Int.: explain if necessary: e.g. dusts, chemical, biological or radioactive)	1	2	3	4	TT (622)
(623)	2	Accidents	1	2	3	4	TT (623)
(624)	3	Noise and vibration	1	2	3	4	TT (624)
(625)	4	Musculoskeletal disorders such as pain in the back, neck, arms or legs	1	2	3	4	TT (625)
(626)	5	Work-related stress	1	2	3	4	TT (626)
(627)	6	Violence or threat of violence	1	2	3	4	TT (627)
(628)	7	Bullying or harassment, i.e. abuse, humiliation or assault by colleagues or superiors	1	2	3	4	TT (628)

EB620.3 MM200 MODIFY

1	Nevarne snovi (anketar: po potrebi razloži; npr. prah, kemikalije, biološke ali radioaktivne snovi)	1	2	3	4
2	Nezgode pri delu	1	2	3	4
3	Hrup in tresljaji	1	2	3	4
4	Kostno- mišične tegobe, kot so bolečine v hrbtu, vratu, rokah ali nogah	1	2	3	4
5	Stres, povezan z delom	1	2	3	4
6	Nasilje ali grožnja z nasiljem	1	2	3	4
7	Ustrahovanje ali nadlegovanje, npr. zloraba, ponižanje ali napad s strani sodelavcev ali nadrejenih	1	2	3	4

EB620.3 MM200 MODIFY

MM202 Several factors can contribute to stress, violence and harassment at work; they concern the way work is organised and are often referred to as 'psychosocial risks'. Please tell me whether any of the following psychosocial risks are a concern in your establishment.

TT

MM202 Številni dejavniki lahko vplivajo na stres, nasilje in nadlegovanje na delovnem mestu. Ti se nanašajo na način organizacije dela in jih pogosto imenujemo "psihosocialna tveganja". Prosim povejte mi, ali je katero od sledečih psihosocialnih tveganj skrb zbujajoče v vaši poslovni enoti.

[Read out]	Yes	No	DK/ NA
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TT

(Preberi)	Da	Ne	Ne vem/Brez odgovora
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(629)	1	Time pressure	1	2	3	TT (629)
(630)	2	Poor communication between management and employees	1	2	3	TT (630)
(631)	3	Poor co-operation amongst colleagues	1	2	3	TT (631)
(632)	4	Lack of employee control in organising their work	1	2	3	TT (632)
(633)	5	Job insecurity	1	2	3	TT (633)
(634)	6	Having to deal with difficult customers, patients, pupils etc.	1	2	3	TT (634)
(635)	7	Problems in supervisor – employee relationships	1	2	3	TT (635)
(636)	8	Long or irregular working hours	1	2	3	TT (636)
(637)	9	An unclear human resources policy	1	2	3	TT (637)
(638)	10	Discrimination (for example due to gender, age or ethnicity)	1	2	3	TT (638)

EB620.3 MM202 MODIFY

E. MANAGEMENT OF PSYCHOSOCIAL RISKS IN THE ESTABLISHMENT

TT

ASK ALL

RT

1	Časovni pritisk	1	2	3
2	Slaba komunikacija med vodstvom in zaposlenimi	1	2	3
3	Slabo sodelovanje med sodelavci	1	2	3
4	Pomanjkanje delavčevega nadzora nad organizacijo dela	1	2	3
5	Negotovost zaposlitve	1	2	3
6	Delo s težavnimi strankami, pacienti, učenci, itd.	1	2	3
7	Težave med nadrejenim in zaposlenim	1	2	3
8	Dolg ali nereden delovni čas	1	2	3
9	Nejasna politika upravljanja s kadri	1	2	3
10	Diskriminacija (na primer zaradi spola, starosti ali narodnosti)	1	2	3

EB620.3 MM202 MODIFY

E. UPRAVLJANJE S PSIHOSOCIALNIMI TVEGANJI V POSLOVNI ENOTI

VPRAŠAJ VSE

MM250 Does your establishment have a procedure to deal with work-related stress?

TT

MM250 Ali imate v vaši poslovni enoti postopek upravljanja s stresom, povezanim z delom?



Interviewer: Read out definition if necessary: Work-related stress is experienced when the demands of the work exceed the employees' ability to cope with or control them.

TT

(659)

Yes	1	RT
No	2	RT
Work-related stress is not an issue in our establishment (SPONTANEOUS)	3	TT
No answer (SPONTANEOUS)	4	TT

EB620.3 MM250 MODIFY

Anketar: Po potrebi preberi definicijo: Stres, povezan z delom se pojavi, ko so delovne zahteve večje od sposobnosti zaposlenega in jih le ta ne more obvladati ali nadzorovati.

(659)

Da	1
Ne	2
Stres, povezan z delom, ne velja za problem naše poslovne enote (SPONTANO)	3
Brez odgovora (SPONTANO)	4

EB620.3 MM250 MODIFY

MM251 Is there a procedure in place to deal with bullying or harassment?

TT

Interviewer: Read out definition if necessary: Bullying or harassment occurs when one or more workers or managers are abused, humiliated or assaulted by colleagues or superiors.

TT

(660)

Yes	1	RT
No	2	RT
These problems are not an issue in our establishment (SPONTANEOUS)	3	TT
No answer (SPONTANEOUS)	4	TT

EB620.3 MM251 MODIFY

MM251 Ali obstaja postopek za obvladovanje ustrahovanja ali nadlegovanja?

Anketar: Po potrebi preberi definicijo: Ustrahovanje ali nadlegovanje se pojavi, če je en ali več zaposlenih ali vodilnih delavcev razžaljen, ponižan ali napaden s strani sodelavcev ali nadrejenih.

(660)

Da	1
Ne	2
Te težave ne veljajo za problem naše poslovne enote (SPONTANO)	3
Brez odgovora (SPONTANO)	4

EB620.3 MM251 MODIFY

MM252 And do you have a procedure to deal with work-related violence?

TT

Interviewer: Read out definition if necessary: Work-related violence occurs when one or more workers or managers are threatened, assaulted or abused by clients, patients or pupils.

TT

(661)

Yes	1	RT
No	2	RT
Work-related violence is not an issue in our establishment (SPONTANEOUS)	3	TT
No answer (SPONTANEOUS)	4	TT

EB620.3 MM252

MM252 In, ali obstaja postopek za obvladovanje nasilja v zvezi z delom?

Anketar: Po potrebi preberi definicijo: Nasilje povezano z delom se pojavi, ko eden ali več delavcev ali direktorjev ogrožen, napaden ali zlorabljen od strank, pacientov ali učencev.

(661)

Da	1
Ne	2
Nasilje v zvezi z delom ne velja za problem naše poslovne enote (SPONTANO)	3
Brez odgovora (SPONTANO)	4

EB620.3 MM252

MM253 In the last 3 years, has your establishment used any of the following measures to deal with psychosocial risks?

TT

[Read out]	Yes	No	DK/NA
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TT

MM253 Ali je v zadnjih 3 letih vaša poslovna enota uporabila katerega od sledečih ukrepov pri upravljanju psihosocialnih tveganj?

(Preberi - ROTIRAJ)	Da	Ne	Ne vem/Brez odgovora
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(662)	1	Changes to the way work is organised	1	2	3	TT
(663)	2	A redesign of the work area	1	2	3	TT
(664)	3	Confidential counseling for employees	1	2	3	TT
(665)	4	Set-up of a conflict resolution procedure	1	2	3	TT
(666)	5	Changes to working time arrangements	1	2	3	TT
(667)	6	Provision of training	1	2	3	TT

EB620.3 MM253 MODIFY

MM256	Does your establishment take action if individual employees work excessively long or irregular hours?				TT
		(668)			
	Yes	1	RT		
	No	2	RT		
	Long or irregular working hours are not an issue in our establishment (SPONTANEOUS)	3	TT		
	No answer (SPONTANEOUS)	4	TT		

EB620.3 MM256 MODIFY

MM259	Do you inform employees about psychosocial risks and their effect on health and safety?				TT
		(669)			
	Yes	1	RT		
	No	2	RT		
	No answer (SPONTANEOUS)	3	TT		

EB620.3 MM259 MODIFY

MM260	Have they been informed about whom to address in case of work-related psychosocial problems?				TT
		(670)			
	Yes	1	RT		
	No	2	RT		
	No answer (SPONTANEOUS)	3	TT		

EB620.3 MM260 MODIFY

ASK MM262 TO MM267 IF ANY OF (MM253\_01 to MM253\_06 = 1) OR ((MM250 = 1) OR (MM251 = 1) OR (MM252 = 1) OR (MM256 = 1))

MM262	Which of the following reasons prompted your establishment to deal with psychosocial risks?				TT
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(662)	1	Spremembe načina organizacije dela	1	2	3	
(663)	2	Preureditev delovnega okolja	1	2	3	
(664)	3	Zaupno svetovanje za zaposlene	1	2	3	
(665)	4	Vzpostavitev postopka za reševanje konfliktov	1	2	3	
(666)	5	Spremembe delovnega časa	1	2	3	
(667)	6	Zagotavljanje usposabljanja	1	2	3	

EB620.3 MM253 MODIFY

MM256	Ali vaša poslovna enota ukrepa, če posamezni delavec dela prekomerno dolgo ali ima nereden delovni čas?				TT
		(668)			
	Da	1			
	Ne	2			
	Prekomerno dolg ali nereden delovni čas ne veljata za problem naše poslovne enote (SPONTANO)	3			
	Brez odgovora (SPONTANO)	4			

EB620.3 MM256 MODIFY

MM259	Ali obveščate zaposlene o psihosocialnih tveganjih in njihovem učinku na zdravje in varnost?				TT
		(669)			
	Da	1			
	Ne	2			
	Brez odgovora (SPONTANO)	3			

EB620.3 MM259 MODIFY

MM260	Ali so bili obveščeni na koga se naj obrnejo v primeru psihosocialnih težav, povezanih z delom?				TT
		(670)			
	Da	1			
	Ne	2			
	Brez odgovora (SPONTANO)	3			

EB620.3 MM260 MODIFY

VPRAŠAJ MM262 DO MM267, V KOLIKOR KATERI OD (MM253\_01 do MM253\_06 = 1) ALI ((MM250 = 1) ALI (MM251 = 1) ALI (MM252 = 1) ALI (MM256 = 1) ALI (MM259 = 1) ALI

MM262	Kateri od sledečih razlogov je vzpodbudil vašo poslovno enoto, da se je pričela ukvarjati s psihosocialnimi tveganji?				TT
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[Read out]	Yes	No	DK/NA
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(Preberi)	Da	Ne	Ne vem/Brez odgovora
-----------	----	----	----------------------

(671)	1	Fulfillment of legal obligation	1	2	3	TT
(672)	2	Requests from employees or their representatives	1	2	3	TT
(673)	3	High absenteeism rates	1	2	3	TT
(674)	4	A decline in productivity or in the quality of outputs	1	2	3	TT
(675)	5	Requirements from clients or concern about the organisation's reputation	1	2	3	TT
(676)	6	Pressure from the (labour inspectorate)*	1	2	3	TT

(671)	1	Izpolnitev pravnih obveznosti	1	2	3	TT
(672)	2	Zahteva zaposlenih ali njihovih zastopnikov	1	2	3	TT
(673)	3	Visoke stopnje odsotnosti z dela	1	2	3	TT
(674)	4	Padec produktivnosti ali kvalitete proizvodnje	1	2	3	TT
(675)	5	Zahteve strank ali skrb za ugled organizacije	1	2	3	TT
(676)	6	Pritisk (inšpektorata za delo)*	1	2	3	TT

EB620.3 MM262 MODIFY

EB620.3 MM262 MODIFY

MM263	Overall: would you say that the measures your establishment has taken to manage psychosocial risks have been very effective, quite effective, quite ineffective or very ineffective?	TT
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MM263	Na splošno: Bi rekli, da so ukrepi za upravljanje s psihosocialnimi tveganji v vaši poslovni enoti zelo učinkoviti, dokaj učinkoviti, dokaj neučinkoviti ali zelo neučinkoviti?	TT
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[Read out] TT

(677)		
Very effective	1	RT
Quite effective	2	TT
Quite ineffective	3	TT
Very ineffective	4	TT
No answer (SPONTANEOUS)	5	TT

(Preberi) TT

(677)		
Zelo učinkoviti	1	RT
Dokaj učinkoviti	2	TT
Dokaj neučinkoviti	3	TT
Zelo neučinkoviti	4	TT
Brez odgovora (SPONTANO)	5	TT

EB620.3 MM263 MODIFY

EB620.3 MM263 MODIFY

ASK ALL RT

MM266	What about the role of employees: Have they been consulted regarding measures to deal with psychosocial risks?	TT
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MM266	Kako je z vlogo zaposlenih: Je bilo opravljeno posvetovanje z njimi glede ukrepov za upravljanje s psihosocialnimi tveganji?	TT
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(678)		
Yes	1	RT
No	2	RT
No answer (SPONTANEOUS)	3	TT

(678)		
Da	1	RT
Ne	2	RT
Brez odgovora (SPONTANO)	3	TT

EB620.3 MM266 MODIFY

EB620.3 MM266 MODIFY

MM267	Are employees encouraged to participate actively in the implementation and evaluation of the measures?	TT
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MM267	Ali se zaposlene vzpodbuja k aktivnemu sodelovanju pri izvajanju in ocenjevanju ukrepov?	TT
-------	--	----

(679)		
Yes	1	RT
No	2	RT
No answer (SPONTANEOUS)	3	TT

(679)		
Da	1	RT
Ne	2	RT
Brez odgovora (SPONTANO)	3	TT

EB620.3 MM267 MODIFY

F.BARRIERS FOR PSYCHOSOCIAL RISK MANAGEMENT AND EXISTING SUPPORT

TT

ASK ALL

RT

EB620.3 MM267 MODIFY

F. OVIRE PRI UPRAVLJANJU S PSIHSOCIALNIMI TVEGANJI IN OBSTOJEČA PODPORA

VPRAŠAJ VSE

MM300 Compared to other safety and health issues: Is it more difficult to tackle psychosocial risks, is it less difficult, or is there no difference?

TT

	(700)		
More difficult	1	RT	
Less difficult	2	TT	
No difference	3	TT	
No answer (SPONTANEOUS)	4	TT	

EB620.3 MM300 MODIFY

ASK MM301 IF MM300 =1

TT

MM300 V primerjavi z drugimi vprašanji varnosti in zdravja pri delu: Ali je psihosocialna tveganja težje ali lažje reševati ali pri tem ni razlike?

TT

	(700)		
Težje	1		
Lažje	2		
Ni razlike	3		
Brez odgovora (SPONTANO)	4		

EB620.3 MM300 MODIFY

VPRAŠAJ MM301 V KOLIKOR MM300 = 1

MM301 Considering the situation in your establishment: Do any of the following factors make dealing with psychosocial risks particularly difficult?

TT

	[Read out]	Yes	No	DK/NA
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TT

MM301 Upoštevaajoč stanje v vaši poslovni enoti: Ali kateri od sledečih dejavnikov posebej otežuje upravljanje s psihosocialnimi tveganji?

TT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora
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(701)	1	A lack of resources such as time, staff or money	1	2	3	TT
(702)	2	A lack of awareness	1	2	3	TT
(703)	3	A lack of training and or expertise	1	2	3	TT
(704)	4	A lack of technical support or guidance	1	2	3	TT
(705)	5	The culture within the establishment	1	2	3	TT
(706)	6	The sensitivity of the issue	1	2	3	TT

(701)	1	Pomanjkanje sredstev kot so čas, zaposleni ali denar	1	2	3	TT
(702)	2	Pomanjkanje zavedanja	1	2	3	TT
(703)	3	Pomanjkanje usposobljanja in ali strokovnega	1	2	3	TT
(704)	4	Pomanjkanje tehnične podpore ali navodil	1	2	3	TT
(705)	5	Kultura znotraj poslovne enote	1	2	3	TT
(706)	6	Občutljivost zadeve	1	2	3	TT

EB620.3 MM301 MODIFY

ASK ALL

RT

EB620.3 MM301 MODIFY

VPRAŠAJ VSE

MM302 Have you used information or support from external sources on how to deal with psychosocial risks at work?

TT

	(707)		
Yes	1	RT	
No	2	RT	
No answer (SPONTANEOUS)	3	TT	

EB620.3 MM302 MODIFY

MM302 Ali ste uporabili zunanje informacije ali podporo pri upravljanju s psihosocialnimi tveganji pri delu?

TT

	(707)		
Da	1		
Ne	2		
Brez odgovora (SPONTANO)	3		

EB620.3 MM302 MODIFY

ASK MM303a IF MM302 = 1 TT

VPRAŠAJ MM303a V KOLIKOR MM302 = 1

<b>MM303a</b>	Would you need any additional information or support on this issue?	<b>(708)</b>			TT
	Yes	1		RT	
	No	2		RT	
	No answer (SPONTANEOUS)	3		TT	

EB620.3 MM303a

ASK MM303b IF MM302 = 2 or 3 TT

<b>MM303a</b>	Ali bi potrebovali dodatne informacije ali podporo v tej zadevi?	<b>(708)</b>			TT
	Da	1		RT	
	Ne	2		RT	
	Brez odgovora (SPONTANO)	3		TT	

EB620.3 MM303a

VPRAŠAJ MM303b V KOLIKOR MM302 = 2 ali 3

<b>MM303b</b>	Would information of this type be helpful for your establishment?	<b>(709)</b>			TT
	Yes	1		RT	
	No	2		RT	
	No answer (SPONTANEOUS)	3		TT	

EB620.3 MM303b MODIFY

ASK MM304 IF MM303a = 1 or MM303b = 1 TT

<b>MM303b</b>	Ali bi bile tovrstne informacije koristne za vašo poslovno enoto?	<b>(709)</b>			TT
	Da	1		RT	
	Ne	2		RT	
	Brez odgovora (SPONTANO)	3		TT	

EB620.3 MM303b MODIFY

VPRAŠAJ MM304 V KOLIKOR MM303a = 1 ali MM303b = 1

**MM304** In which of the following areas would this information or support be useful? TT

	[Read out]	Yes	No	DK/NA	TT
--	------------	-----	----	-------	----

<b>(710)</b>	1	On how to deal with specific issues such as violence, harassment or stress	1	2	3	TT
<b>(711)</b>	2	On how to include psychosocial risks in risk assessments	1	2	3	TT
<b>(712)</b>	3	On how to design and implement preventive measures	1	2	3	TT

EB620.4 MM304 NEW

G. FORMAL EMPLOYEE REPRESENTATION IN OSH ISSUES TT

ASK ALL EXCEPT IN CY, MT, SE TT

**MM304** Na katerem od sledečih področij bi bila te informacije ali podpora koristne? TT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora	TT
--	-----------	----	----	----------------------	----

<b>(710)</b>	1	O tem, kako ravnati glede specifičnih vprašanj, kot so nasilje, nadlegovanje ali stres	1	2	3	TT
<b>(711)</b>	2	O tem, kako upoštevati psihosocialna tveganja pri ocenjevanju tveganja	1	2	3	TT
<b>(712)</b>	3	O tem, kako načrtovati in izvajati preventivne ukrepe	1	2	3	TT

EB620.4 MM304 NEW

G. FORMALNO ZASTOPANJE ZAPOSLENIH V ZADEVAH VARNOSTI IN ZDRAVJA PRI

VPRAŠAJ VSE RAZEN CY, MT, SE

<b>MM350</b>	Do you have a {works council}* in this establishment?	<b>(733)</b>			TT
	Yes	1		RT	
	No	2		RT	
	No answer (SPONTANEOUS)	3		TT	

<b>MM350</b>	Ali imate svet delavcev v tej poslovni enoti?	<b>(733)</b>			TT
	Da	1		RT	
	Ne	2		RT	
	Brez odgovora (SPONTANO)	3		TT	

EB620.3 MM350

ASK ALL EXCEPT IN AT, DE, LU TT

EB620.3 MM350

VPRAŠAJ VSE RAZEN AT, DE LU

MM351 And is there a {shopfloor trade union representation}\* in your establishment? TT

(734)		
Yes	1	RT
No	2	RT
No answer (SPONTANEOUS)	3	TT

EB620.3 MM351

ASK MM353 AND MM354 IF MM350 = 1 or MM351 =1 TT

MM351 In, ali imate sindikalnega zaupnika v tej poslovni enoti? TT

(734)		
Da	1	
Ne	2	
Brez odgovora (SPONTANO)	3	

EB620.3 MM351

VPRAŠAJ MM353, IN MM354 V KOLIKOR JE MM350 = 1, ali MM351 = 1

MM353 In your discussions with the employee representation, are safety and health issues: Very important, quite important, quite unimportant or totally unimportant compared to other issues you discuss with them? TT

(735)		
Very important	1	RT
Quite important	2	RT
Quite unimportant	3	TT
Totally unimportant	4	TT
No answer (SPONTANEOUS)	5	TT

EB620.3 MM353 MODIFY

MM353 Ali sta varnost in zdravje pri delu v vaših razpravah s predstavniki zaposlenih: zelo pomembna, dokaj pomembna, precej nepomembna ali popolnoma nepomembna v primerjavi z drugimi vprašanji, o katerih razpravljate z njimi? TT

(735)		
Zelo pomembna	1	
Dokaj pomembna	2	
Precej nepomembna	3	
Popolnoma nepomembna	4	
Brez odgovora (SPONTANO)	5	

EB620.3 MM353 MODIFY

MM354 How often do controversies related to safety and health arise between management and the employee representatives? Is this often, sometimes or practically never the case? TT

(736)		
Often	1	RT
Sometimes	2	RT
Practically never	3	TT
No answer (SPONTANEOUS)	4	TT

EB620.3 MM354 MODIFY

ASK MM355 TO ALL EXCEPT IN CH, NL TT

MM354 Kako pogosti so spori glede varnosti in zdravja pri delu med vodstvom in predstavniki delavcev? Ali se to zgodi pogosto, včasih ali praktično nikoli? TT

(736)		
Pogosto	1	
Včasih	2	
Praktično nikoli	3	
Brez odgovora (SPONTANO)	4	

EB620.3 MM354 MODIFY

VPRAŠAJ MM355 VSE RAZEN NA CH, NL

MM355 Does your establishment have an internal {health and safety representative}\*? TT

(737)		
Yes	1	RT
No	2	RT
No answer (SPONTANEOUS)	3	TT

MM355 Ali ima vaša poslovna enota internega delavskega zaupnika za varnost in zdravje pri delu? TT

(737)		
Da	1	
Ne	2	
Brez odgovora (SPONTANO)	3	

EB620.3 MM355 MODIFY

EB620.3 MM355 MODIFY

ASK MM355NL ONLY in NL AND IF MM350=1 TT

VPRAŠAJ MM355NL LE na NL IN V KOLIKOR JE MM350 = 1

MM355N L Is there a member of the {health and safety representative}\* in this establishment? NTL

MM355N L

(738)		
Yes	1	NTL
No	2	NTL
No answer (SPONTANEOUS)	3	NTL


EB620.4 MM355NL NEW

EB620.4 MM355NL NEW

ASK MM358 TO ALL EXCEPT IN LU AND SI TT

VPRAŠAJ MM358 VSE RAZEN V LU IN SI

MM358 Is there a {health and safety committee}\* in your establishment? NTL

MM358

(739)		
Yes	1	NTL
No	2	NTL
No answer (SPONTANEOUS)	3	NTL


EB620.3 MM358

EB620.3 MM358

H. BACKGROUND INFORMATION ON THE ESTABLISHMENT TT

H. OSNOVNE INFORMACIJE O POSLOVNI ENOTI

ASK ALL RT

VPRAŠAJ VSE

For the analysis of the data, it is very important to have some more background information on your establishment. Please tell me.... TT

Za analizo podatkov je zelo pomembno, da imamo nekaj osnovnih informacij o vaši poslovni enoti. Prosim povejte mi...

MM400 About what proportion of your employees is female? TT

MM400 Kolikšen delež vašega osebja predstavljajo ženske?

[If "None" please code '000' - If "No answer" please code '999' - If "Don't know" please code '998' - If "Refusal" please code '997'] TT

( V kolikor "Nič", prosim vnesite kodo "000". V kolikor "Brez odgovora", prosim vnesite kodo "999". V kolikor "Ne vem", prosim vnesite kodo "998". V kolikor "Zavrnitev", prosim vnesite

(760-762) % RT

(760-762) %

EB620.3 MM400

EB620.3 MM400

ASK MM400X IF MM400=998, 999 TT

VPRAŠAJ MM400X, V KOLIKOR JE MM400 = 998, 999

MM400x Could you please give me a rough estimate by means of the following categories: TT

MM400x Bi lahko, prosim, na grobo ocenili s pomočjo naslednjih velikostnih razredov:

[Read out] TT

(Preberi)

(763)		
None at all	1	RT
Less than 20%	2	TT

(763)		
Sloh ne	1	
Manj kot 20 %	2	

20% to less than 40%	3	TT
40% to less than 60%	4	TT
60% to less than 80%	5	TT
80% to less than 100%	6	TT
All	7	TT
No answer (SPONTANEOUS)	8	TT

EB620.3 MM400x MODIFY

ASK ALL RT

**MM401** And approximately what proportion of your workforce is aged 50 years or over? TT

[If "None" please code '000' - If "No answer" please code '999' - If "Don't know" please code '998' - If "Refusal" please code '997'] TT

(764-766)  
   % RT

EB620.3 MM401 MODIFY

ASK MM401X IF MM401=998, 999 TT

20 % do manj kot 40 %	3
40 % do manj kot 60 %	4
60 % do manj kot 80 %	5
80 % do manj kot 100 %	6
Vse	7
Brez odgovora (SPONTANO)	8

EB620.3 MM400x MODIFY

VPRAŠAJ VSE

**MM401** Približno kolikšen delež vaše delovne sile je star 50 ali več let? TT

( V kolikor je odgovor "Nič", prosim vnesite kodo "000". V kolikor "Brez odgovora", prosim vnesite kodo "999". V kolikor "Ne vem", prosim vnesite kodo "998". V kolikor "Zavrnitev",

(764-766)  
   %

EB620.3 MM401 MODIFY

VPRAŠAJ MM401X, V KOLIKOR JE MM401 = 998, 999

**MM401x** Could you please give me a rough estimate by means of the following categories: TT

[Read out] TT

(767)		
None at all	1	RT
Less than 20%	2	TT
20% to less than 40%	3	TT
40% to less than 60%	4	TT
60% to less than 80%	5	TT
80% to less than 100%	6	TT
All	7	TT
No answer (SPONTANEOUS)	8	TT

EB620.3 MM401x MODIFY

ASK ALL RT

**MM402** How would you rate the level of absenteeism in your establishment compared with other establishments in the sector? Is it very high, quite high, about average, quite low or very low? TT

[Tick what applies] TT

(768)		
Very high	1	TT
Quite high	2	TT

**MM401x** Bi lahko, prosim, na grobo ocenili s pomočjo naslednjih velikostnih razredov: TT

(Preberi) TT

(767)		
Sploh ne	1	
Manj kot 20 %	2	
20 % do manj kot 40 %	3	
40 % do manj kot 60 %	4	
60 % do manj kot 80 %	5	
80 % do manj kot 100 %	6	
Vse	7	
Brez odgovora (SPONTANO)	8	

EB620.3 MM401x MODIFY

VPRAŠAJ VSE

**MM402** Kako bi ocenili stopnjo odsotnosti z dela v vaši poslovni enoti v primerjavi z drugimi poslovnimi enotami v tej gospodarski dejavnosti? Je visoka, dokaj visoka, povprečna, dokaj nizka ali zelo nizka? TT

(Odključaj pravilno) TT

(768)		
Zelo visoka	1	
Dokaj visoka	2	



About average	3	TT
Quite low	4	TT
Very low	5	TT
No answer (SPONTANEOUS)	6	TT

EB620.3 MM402 MODIFY

Povprečna	3
Dokaj nizka	4
Zelo nizka	5
Brez odgovora (SPONTANO)	6

EB620.3 MM402 MODIFY

MM403 How would you rate the current economic situation of this establishment? Is it very good, quite good, neither good nor bad, quite bad or very bad? TT

[Tick what applies] TT

<b>(769)</b>		
Very good	1	RT
Quite good	2	TT
Neither good nor bad	3	RT
Quite bad	4	TT
Very bad	5	RT
No answer (SPONTANEOUS)	6	TT

EB620.3 MM403 MODIFY

MM403 Kako bi ocenili trenutno ekonomsko stanje vaše poslovne enote? Stanje je zelo dobro, dokaj dobro, ni niti dobro niti slabo, dokaj slabo ali zelo slabo? TT

[Odključaj pravilno] TT

<b>(769)</b>		
Zelo dobro	1	
Dokaj dobro	2	
Niti dobro niti slabo	3	
Dokaj slabo	4	
Zelo slabo	5	
Brez odgovora (SPONTANO)	6	

EB620.3 MM403 MODIFY

MM405 Approximately what proportion of your employees holds a nationality other than (NATIONALITY)? TT

[If "None" please code '000' - If "No answer" please code '999' - If "Don't know" please code '998' - If "Refusal" please code '997'] TT

**(770-772)**  
   % RT

EB620.3 MM405 MODIFY

ASK MM405X IF MM405=998, 999 TT

MM405 Približno kolikšen delež vaših zaposlenih ni slovenske narodnosti? TT

( V kolikor je odgovor "Nič", prosim vnesite kodo "000". V kolikor "Brez odgovora", prosim vnesite kodo "999". V kolikor "Ne vem", prosim vnesite kodo "998". V kolikor "Zavrnitev",

**(770-772)**  
   % RT

EB620.3 MM405 MODIFY

VPRAŠAJ MM405X, V KOLIKOR JE MM405=998, 999

MM405x Could you please give me a rough estimate by means of the following categories: TT

[Read out] TT

<b>(773)</b>		
None at all	1	RT
Less than 20%	2	TT
20% to less than 40%	3	TT
40% to less than 60%	4	TT
60% to less than 80%	5	TT
80% to less than 100%	6	TT
All	7	TT
No answer (SPONTANEOUS)	8	TT

EB620.3 MM405x MODIFY

MM405x Bi lahko, prosim, na grobo ocenili s pomočjo naslednjih velikostnih razredov TT

[Preberi] TT

<b>(773)</b>		
Sploh ne	1	
Manj kot 20 %	2	
20 % do manj kot 40 %	3	
40 % do manj kot 60 %	4	
60 % do manj kot 80 %	5	
80 % do manj kot 100 %	6	
Vse	7	
Brez odgovora (SPONTANO)	8	

EB620.3 MM405x MODIFY

J. CONTACT FOR ER INTERVIEW TT

J. KONTAKT ZA ER ANKETO

ASK MM500 ONLY in FR AND LV AND IF MM358=1 TT

VPRAŠAJ MM500 LE v FR IN LV IN V KOLIKOR JE MM358 = 1

MM500 For our research project it is very important to also have the view of the employee representative responsible for safety and health issues at this establishment. Therefore I would also like to interview the {spokesperson of the employee representative side within the Health and Safety Committee}\* . Would you please give me his or her full name and the extension? NTL

MM500

[Do not read out - Tick what applies] NTL

(794)

Information (name and/ or telephone number) is given (SPONTANEOUS)	1	NTL
Don't know, but OK to interview employee representative (SPONTANEOUS)	2	NTL
Refused (SPONTANEOUS)	3	NTL
The respondent is this person	4	TT

Anketiranec je ta oseba

EB620.3 MM500 MODIFY

EB620.3 MM500 MODIFY

ASK MM501 AND MM502 IF MM358=1 AND NOT in FR, LV, LU, SI TT

VPRAŠAJ MM501 IN MM502 V KOLIKOR MM358=1 IN NE v FR, LV, LU, SI

MM501 For our research project it is very important to also have the view of the employee representative in charge of safety and health at this establishment. Within the {Health and Safety committee}\* you have in your establishment: Is there a spokesperson among the employee representatives side? NTL

MM501

[Do not read out - Tick what applies] NTL

(795)

Yes	1	NTL
No	2	NTL
Refused (SPONTANEOUS)	3	NTL


EB620.3 MM501 MODIFY

ASK MM502 IF MM501=1 TT

MM502 Would you please give me his or her full name and the extension? TT

MM502

[Do not read out - Tick what applies] TT

(796)

Information (name and/ or telephone number) is given (SPONTANEOUS)	1	TT
Don't know, but OK to interview employee representative (SPONTANEOUS)	2	TT


Refused (SPONTANEOUS)	3	TT
The respondent is this person	4	TT

EB620.3 MM502 MODIFY

DE: ASK MM503a ONLY IF (MM501=2,3 AND MM350=2,3) - OTHER COUNTRIES: ASK MM503a IF MM501=2,3 TT

MM503a In this case I would like to talk to the {health and safety representative}\* in your {Health and Safety committee}\*\*. Would you please give me his or her full name and the extension? TT

[Do not read out - Tick what applies] - If there is more than one employee representative in this function: We would like to talk to the one who has the longest standing experience in this function. TT

(797)

Information (name and/ or telephone number) is given (SPONTANEOUS)	1	TT
Don't know, but OK to interview employee representative (SPONTANEOUS)	2	TT
Refused (SPONTANEOUS)	3	TT
The respondent is this person	4	TT

EB620.3 MM503a MODIFY

DE: ASK MM503d IF (MM501=2,3 AND MM350=1) - NL: ASK MM503d IF MM350=1 TT

MM503d In this case I would like to talk to the member of the {works council}\* responsible for health and safety issues. Would you please give me his or her full name and the extension? NTL

[Do not read out - Tick what applies] - If there is more than one employee representative in this function: We would like to talk to the one who has the longest standing experience in this function. NTL

(798)

Information (name and/ or telephone number) is given (SPONTANEOUS)	1	NTL
Don't know, but OK to interview employee representative (SPONTANEOUS)	2	NTL
Refused (SPONTANEOUS)	3	NTL
The respondent is this person	4	NTL

EB620.3 MM503d MODIFY

ASK MM504 IF (MM355=1 AND MM358=2,3) - DO NOT ASK MM504 IN CH TT


EB620.3 MM502 MODIFY

DE: VPRAŠAJ MM503a, V KOLIKOR STA (MM501=2,3 IN MM350=2,3). SI: VPRAŠAJ MM503a, ČE JE MM350 = 2,3 IN MM355 =2,3 IN MM351 = 1 DRUGE DRŽAVE: VPRAŠAJ

MM503a V ta namen bi želeli opraviti anketo s predstavnikom za zdravje in varnost pri delu v komisiji za zdravje in varstvo pri delu. Mi lahko prosim zaupate njegovo ali njeno popolno ime ter interno številko?

(Ne beri - Odkljukaj pravilno) - V kolikor je več kot eden zaposlen predstavnik te funkcije: Mi bi želeli govoriti s tistim, ki ima največ izkušenj v tej funkciji.

Informacija (ime in/ali telefonska številka) je podana (SPONTANO)

Ne vem, vendar se strinjam z anketo z zastopnikom zaposlenih (SPONTANO)	
Zavrnitev (SPONTANO)	
Anketiranec je ta oseba	

EB620.3 MM503a MODIFY

DE: VPRAŠAJ MM503d, V KOLIKOR JE MM501=2,3 IN MM350=1 - NL: VPRAŠAJ MM503d, V KOLIKOR JE MM503=1; SI: VPRAŠAJ MM503d, ČE JE MM350 =1.

MM503d V ta namen bi želeli opraviti anketo s predstavnikom sveta delavcev, ki je odgovoren za zdravstvene zadeve in zadeve, povezane z varnostjo pri delu. Mi lahko prosim zaupate njegovo ali njeno popolno ime ter interno številko?

(Ne beri - Odkljukaj pravilno) - V kolikor je več kot eden zaposlen predstavnik te funkcije: Mi bi želeli govoriti s tistim, ki ima največ izkušenj v tej funkciji.

(798)

Informacija (ime in/ali telefonska številka) je podana (SPONTANO)	1
Ne vem, vendar se strinjam z anketiranjem predstavnika zaposlenih (SPONTANO)	2
Zavrnitev (SPONTANO)	3
Anketiranec je ta oseba	4

EB620.3 MM503d MODIFY

VPRAŠAJ MM504 V KOLIKOR (MM355=1 IN MM358=2,3) - NE VPRAŠAJ MM504 V CH - SI : VPRAŠAJ MM504, ČE JE MM350=2,3 IN MM355 = 1

**MM504** For our research project it is very important to also have the view of the employee representative responsible for safety and health issues at this establishment. Therefore I would also like to interview the (Health and Safety representative)\*. Would you please give me his or her full name and the extension? TT

[Do not read out - Tick what applies] - If there is more than one representative in this function: We would like to talk to the one who has the longest standing experience in this function. TT

<b>(799)</b>		
Information (name and/ or telephone number) is given (SPONTANEOUS)	1	TT
Don't know, but OK to interview employee representative (SPONTANEOUS)	2	TT
Refused (SPONTANEOUS)	3	TT
The respondent is this person	4	TT

EB620.3 MM504 MODIFY

ASK MM506 If any of MM500, MM502, MM503a/d, MM504 = 3 TT

[Try to motivate the respondent to agree in an interview with the employee representation and stress confidentiality of information] TT

**MM506** For this project it is very important to get the views of both sides, management and employee representatives. Employee representative will not be given any information on the interview with the management (and vice versa). TT

[Tick what applies] TT

<b>(800)</b>		
Respondent agrees	1	TT
Respondent maintains refusal	2	TT
Respondent agrees to ER interview, but can't give address details of the ER	3	TT
The respondent is this person	4	TT

EB620.3 MM506 MODIFY

ASK MM507 If any of (MM500, MM502, MM503a/d MM504 or MM506 = 1) TT

**MM507H** Please choose the correct option TT

[Tick what applies] TT

<b>(801)</b>		
Mrs	1	TT
Mr	2	TT

**MM504** Za našo raziskavo je zelo pomembno, da pridobimo mnenje predstavnika zaposlenih, ki je odgovoren za varnost in zdravje pri delu v tej poslovni enoti. V ta namen bi želeli anketirati delavskega zaupnika za varnost in zdravje pri delu. Mi lahko, prosim, zaupate njegovo ali njeno ime ter interno telefonsko številko? TT

(Ne beri - Odkljukaj pravilno) - V kolikor to vlogo opravlja več kot en delavec: Želeli bi govoriti s tistim, ki ima najdaljše izkušnje v tej vlogi. TT

<b>(799)</b>		
Informacija (ime in/ali telefonska številka) je podana (SPONTANO)	1	TT
Ne vem, vendar se strinjam z anketiranjem predstavnika zaposlenih (SPONTANO)	2	TT
Zavrnitev (SPONTANO)	3	TT
Anketiranec je ta oseba	4	TT

EB620.3 MM504 MODIFY

VPRAŠAJ MM506, v kolikor je kateri od MM500, MM502, MM503a/d, MM504 = 3 TT

(Poskušajte motivirati anketiranca, da bi privolil v anketiranje predstavnika zaposlenih. Poudarite zaupnost informacij.) TT

**MM506** Za ta projekt je zelo pomembno, da pridobimo mnenje obeh strani, tako vodilnih delavcev kot tudi predstavnikov delavcev. Predstavniki delavcev ne bo prejel nobenih informacij iz ankete, opravljene z vodilnim delavcem (in obratno). TT

(Odkljukaj pravilno) TT

<b>(800)</b>		
Anketiranec se strinja	1	TT
Anketiranec se še vedo ne strinja	2	TT
Anketiranec se strinja z ER anketo, vendar ne more dati podrobnega naslova predstavnika zaposlenih	3	TT
Anketiranec je ta oseba	4	TT

EB620.3 MM506 MODIFY

VPRAŠAJ MM507, v kolikor je kateri od (MM500, MM502, MM503a/d, MM504 ali MM506 = 1) TT

**MM507H** Prosim, izberite pravilno TT

(Odkljukaj pravilno) TT

<b>(801)</b>		
Ga.	1	TT
G.	2	TT

EB620.3 MM507H MODIFY

EB620.3 MM507H MODIFY

MM507N Full name of the person TT

MM507N Popolno ime osebe

[Do not ask - Write down] TT

(Ne vprašaj - napiši)

1 40 (802,803-842)

1 40 (802,803-842)

Empty text box for full name of the person.

Empty text box for full name of the person.

EB620.3 MM507N

EB620.3 MM507N

MM507T Direct phone number of the person (including city code) TT

MM507T Direktna telefonska številka osebe (vključno s področno kodo)

[Do not ask - Write down without /, ., +, etc. - for example 026611866] TT

(Ne vprašaj - napiši brez /, ., +, itd. - na primer 026611866)

1 20 (843,844-863)

1 20 (843,844-863)

Empty text box for direct phone number of the person.

Empty text box for direct phone number of the person.

EB620.3 MM507T

EB620.3 MM507T

ASK ALL RT

VPRAŠAJ VSE

MM508 May we contact you again later if we should have any additional questions? TT

MM508 Vas smemo kontaktirati kasneje, v kolikor bomo imeli dodatna vprašanja?

[Tick what applies] TT

(Odkljukaj pravilno)

(864)

(864)

Yes, agrees 1 TT

Da, se strinja 1

No, does not agree 2 TT

Ne, se ne strinja 2

DK/ NA (SPONTANEOUS) 3 TT

EB620.3 MM508

Thank you very much for your cooperation. TT

ER\_RES ER\_RESP\_MM  
P\_MM TT

[Do not ask - To be coded by the DP] TT

(865-879)

ER_Resp_1_MM	1,	TT
ER_Resp_2_MM	2,	TT
ER_Resp_3_MM	3,	TT
ER_Resp_4_MM	4,	TT
ER_Resp_5_MM	5,	TT
ER_Resp_6_MM	6,	TT
ER_Resp_7_MM	7,	TT
ER_Resp_8_MM	8,	TT
ER_Resp_9_MM	9,	TT
ER_Resp_10_MM	10,	TT
ER_Resp_11_MM	11,	TT
ER_Resp_12_MM	12,	TT
ER_Resp_13_MM	13,	TT
ER_Resp_14_MM	14,	TT
ER_Resp_15_MM	15,	TT

EB620.3 ER\_RESP\_MM

Information on the type of the ER respondent identified at the end of the MM interview is needed for the start phase of the ER interview. Therefore the following information has to be transferred to the ER interview: [If (MM500 = 1 or 2) or (MM500=3 and MM506 = 1 or 3) : compute ER\_resp\_01 (Official employee spokesperson of H&S Committee (HSC))] - [If (MM502 = 1 or 2) or (MM502 = 3 and MM506 = 1 or 3) : compute ER\_resp\_02 (Informal employee spokesperson of H&S Committee (HSC))] - [If (MM503a = 1 or 2) or (MM503a = 3 and MM506 = 1 or 3) : compute ER\_resp\_03 (Health and Safety representative of the HSC)] - [If (MM503d = 1 or 2) or (MM503d = 3 and MM506 = 1 or 3) : compute ER\_resp\_06 (Health and Safety representative of the works council)] - [If (MM504 = 1 or 2) or (MM504 = 3 and MM506 = 1 or 3): compute ER\_resp\_08 (The Health and Safety representative (where there is no HSC)]. TT

ER\_INFO Information availability of the address details for the employee representative interview for the ER interview (you can also choose another way to assure that this information is correctly transferred to the start phase of the ER interview): TT

[Tick what applies] TT

Ne vem/Brez odgovora (SPONTANO) 3

EB620.3 MM508

Najlepša hvala za vaše sodelovanje. TT

ER\_RES ER\_RESP\_MM  
P\_MM TT

(Ne vprašaj - DP napiše kodo) TT

(865-879)

	1,	
	2,	
ER_Resp_3_MM	3,	
	4,	
	5,	
ER_Resp_6_MM	6,	
	7,	
ER_Resp_8_MM	8,	
	9,	
	10,	
	11,	
	12,	
	13,	
	14,	
	15,	

EB620.3 ER\_RESP\_MM

Podatki o vrsti ER anketiranca, znani na koncu MM ankete, so potrebni za začetno fazo ER ankete. V ta namen morajo biti sledeči podatki preneseni v ER anketo: (V kolikor je (MM503a = 1 ali 2) ali (MM503a = 3 in MM506 = 1 ali 3) : izračunaj ER\_resp\_03 (predstavnik odbora za varnost in zdravje pri delu, zadolžen za varnost in zdravje pri delu)) - (V kolikor je (MM503d = 1 ali 2) ali (MM503d = 3 in MM506 = 1 ali 3) : izračunaj ER\_resp\_06 (predstavnik sveta delavcev, zadolžen za varnost in zdravje pri delu)) - (V kolikor je (MM504 = 3 in MM506 = 1 ali 3): izračunaj ER\_resp\_08 (delavski zaupnik za varnost in zdravje pri delu (kjer ni odbora za varnost in zdravje pri delu))).

ER\_INFO Razpoložljivost podatkov o naslovu predstavnika zaposlenih za anketiranje v okviru ER ankete (izberete lahko tudi drug način, da zagotovite pravi prenos te informacije v začetno fazo ER ankete): TT

[Odkljukaj pravilno] TT

(880)

ER_info_1 (address details are given) : If any of MM500, MM502, MM503a/d, MM504, MM506 = 1	1	TT
ER_info_2 (interview can be carried out, but address details have to be investigated) : If (any of MM500, MM502, MM503a/d, MM504= 2) or, MM506 = 3	2	TT
	3	
	4	

EB620.3 ER\_INFO\_MM MODIFY

[Quit MM interview. If applicable: Try to get ER interview and start with information stored in ER\_resp respectively MM511 for establishing the contact with the proper ER respondent.]

TT

END CONTACT PHASE MM

TT

2. ER

TT

A. CONTACT PHASE ER

TT

survey\_ER Survey Number

TT

[Do not ask - Please code 5395] (921-924)

EB620.3 survey\_ER

country\_ER Country Code

RT

[Do not ask - Please use the code allowed to your country in the instructions using 2 digits (01, 02, etc.)] (925-926)

EB620.3 country\_ER

Intnum\_ER Interview number

RT

(927-932)

EB620.4 Intnum\_ER NEW

(880)

ER_info_1 (podatki so podani): V kolikor je MM500, MM502, MM503a/d, mm504, mm506 =1	1	
ER-info_2 (anketa se lahko izvaja, vendar je potrebno poiskati podatke): V (kolikor je MM500, MM502, MM503a/d, MM504=2) ali mm506 = 3	2	
	3	
	4	

EB620.3 ER\_INFO\_MM MODIFY

[Prenehajte z MM anketo. Po potrebi: Poskusite dobiti ER anketo in pričnite z informacijami, shranjenimi v ER\_resp oz. MM511 za vzpostavitev stika s primernim ER anketirancem]

KONEC KONTAKTNE FAZE MM

2. ER

A. KONTAKTNA FAZA ER

survey\_ER Številka ankete

TT

(Ne vprašajte - Prosim koda 5395) (921-924)

EB620.3 survey\_ER

country\_ER Koda države

RT

(Ne vprašaj - Prosim uporabite dovoljeno dvoštevlično kodo za vašo državo iz navodil (01, 02, itd.)) (925-926)

EB620.3 country\_ER

Intnum\_ER Številka ankete

RT

(927-932)

EB620.4 Intnum\_ER NEW

date\_ER Date of ER interview TT

[Do not ask] TT

(933-934) (935-936)

day month RT

EB620.3 date\_ER

idnum\_ER ID-number of the establishment (from sampling source) TT

[Do not ask - Make sure that MM and ER-interview from the same establishment have identical ID-numbers] TT

(937-944)

EB620.3 idnum\_ER

int\_typ\_ER Type of interview TT

[Do not ask] TT

(945)

MM	1	TT
ER	2	TT

EB620.3 int\_typ\_ER

nace\_ER NACE-Code from sampling source TT

[Do not ask - The sector of activity will not be asked in the interview, but will be added from the information contained in the address source (NACE code) - Please send us your codebook] TT

(946-951)

EB620.3 nace\_ER

region\_ER Code for region TT

[Do not ask - Please send us your codebook] TT

(952-953)

EB620.3 region\_ER

date\_ER Datum ER ankete

(Ne vprašajte)

(933-934) (935-936)

dan mesec

EB620.3 date\_ER

idnum\_ER Matična številka podjetja (iz vzorčnega vira)

(Ne vprašaj - Zagotovite, da imata MM in ER anketi iz istega podjetja isto matično številko)

(937-944)

EB620.3 idnum\_ER

int\_typ\_ER Vrsta ankete

(Ne vprašaj)

(945)

MM	1	TT
ER	2	TT

EB620.3 int\_typ\_ER

nace\_ER NACE koda iz vzorčnega vira

(Ne vprašaj - Po sektorju dejavnosti se v intervjuju ne sprašuje, ta se prenese iz informacije o naslovu (NACE koda). Prosim pošljite nam vašo knjigo kod.)

(946-951)

EB620.3 nace\_ER

region\_ER Regijska koda

(Ne vprašaj - Prosim pošljite nam vašo knjigo kod.)

(952-953)

EB620.3 region\_ER



Information on the type of the ER respondent identified at the end of the MM interview is needed for the start phase of the ER interview. Therefore the following information has to be transferred to the ER interview: [If (MM500 = 1 or 2) or (MM500=3 and MM506 = 1 or 3) : compute ER\_resp\_01 (Official employee spokesperson of H&S Committee (HSC))] - [If (MM502 = 1 or 2) or (MM502 = 3 and MM506 = 1 or 3) : compute ER\_resp\_02 (Informal employee spokesperson of H&S Committee (HSC))] - [If (MM503a = 1 or 2) or (MM503a = 3 and MM506 = 1 or 3) : compute ER\_resp\_03 (Health and Safety representative of the HSC)] - [If (MM503d = 1 or 2) or (MM503d = 3 and MM506 = 1 or 3) : compute ER\_resp\_06 (Health and Safety representative of the works council)] - [If (MM504 = 1 or 2) or (MM504 = 3 and MM506 = 1 or 3) : compute ER\_resp\_08 (The Health and Safety representative (where there is no HSC)).

TT

Podatki o tipu ER anketiranca, znani na koncu MM ankete, so potrebni za začetno fazo ER ankete. V ta namen morajo biti sledeči podatki preneseni v ER anketo: (V kolikor je (MM503a = 1 ali 2) ali (MM503a = 3 in MM506 = 1 ali 3) : izračunaj ER\_resp\_03 (predstavnik odbora za varnost in zdravje pri delu, odgovoren za varnost in zdravje pri delu)) - (V kolikor je (MM503d = 1 ali 2) ali (MM503d = 3 in MM506 = 1 ali 3) : izračunaj ER\_resp\_06 (predstavnik sveta delavcev, odgovoren za varnost in zdravje pri delu)) - (V kolikor je (MM504 = 3 in MM506 = 1 ali 3) : izračunaj ER\_resp\_08 (delavski zaupnik za varnost in zdravje pri delu (kjer ni odbora za varnost in zdravje pri delu))

ER\_RES  
P\_ER

ER\_RESP

ER\_RES  
P\_ER

ER\_RESP

[Do not ask - To be coded by the DP]

TT

(Ne vprašaj - Kodiran z DP)

TT

	(954-968)	
ER_Resp_1_ER	1,	TT
ER_Resp_2_ER	2,	TT
ER_Resp_3_ER	3,	TT
ER_Resp_4_ER	4,	TT
ER_Resp_5_ER	5,	TT
ER_Resp_6_ER	6,	TT
ER_Resp_7_ER	7,	TT
ER_Resp_8_ER	8,	TT
ER_Resp_9_ER	9,	TT
ER_Resp_10_ER	10,	TT
ER_Resp_11_ER	11,	TT
ER_Resp_12_ER	12,	TT
ER_Resp_13_ER	13,	TT
ER_Resp_14_ER	14,	TT
ER_Resp_15_ER	15,	TT

	(954-968)	
	1,	
	2,	
ER_Resp_3_ER	3,	
	4,	
	5,	
ER_Resp_6_ER	6,	
	7,	
ER_Resp_8_ER	8,	
	9,	
	10,	
	11,	
	12,	
	13,	
	14,	
	15,	

EB620.3 ER\_RESP\_ER

EB620.3 ER\_RESP\_ER

ER\_INFO\_ER Information availability of the address details for the employee representative interview for the ER interview (you can also choose another way to assure that this information is correctly transferred to the start phase of the ER interview):

TT

ER\_INFO\_ER Razpoložljivost podatkov o naslovu predstavnika zaposlenih za anketiranje v okviru ER ankete (izberete lahko tudi drug način, da zagotovite pravi prenos te informacije v začetno fazo ER ankete):

TT

[Tick what applies]

TT

(Odkljukaj pravilno)

	(969)	
ER_info_1 (address details are given) : If any of MM500, MM502, MM503a/d, MM504, MM506 = 1	1	TT
ER_info_2 (interview can be carried out, but address details have to be investigated) : If (any of MM500, MM502, MM503a/d, MM504= 2) or, MM506 = 3	2	TT

	(969)	
ER_info_1 (podatki o naslovu so dani): V kolikor je MM500, MM502, MM503a/d, MM504, MM506 = 1	1	
ER_info_2 (anketa se lahko izvede, pridobiti pa je treba naslov): V (kolikor je MM500, MM503a/d, MM504 = 2) ali MM506 = 3	2	

EB620.3 ER\_INFO\_ER MODIFY

EB620.3 ER\_INFO\_ER MODIFY

txt\_ER00  
1b Substitution strings for the ER001b

TT

txt\_ER00  
1b Nadomestni niz za ER001b

[Do not ask]

TT

(Ne vprašaj)

(970-971)

(970-971)

b) Good morning / afternoon, my name is ... from <INSTITUTE> in <LOCATION>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the <txt\_ER001b\_ER\_resp\_01> in your establishment.

1

TT

[Redacted]

1

b) Good morning / afternoon, my name is ... from <INSTITUTE> in <LOCATION>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the <txt\_ER001b\_ER\_resp\_02> in your establishment.

2

TT

[Redacted]

2

b) Good morning / afternoon, my name is ... from <INSTITUTE> in <LOCATION>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the <txt\_ER001b\_ER\_resp\_03> in your establishment.

3

TT

Dobro jutro /dober dan. Moje ime je... iz "INSTITUTA" v <lokacija instituta>. Raziskavo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu, ki je uradna evropska ustanova, odgovorna za informacije o varnosti in zdravju pri delu. Cilj te ankete je pomagati evropskim delavcem in delodajalcem, da bi bolj učinkovito obravnavali varnost in zdravje pri delu ter promovirali zdravje in dobro počutje zaposlenih. Vsi podatki bodo obravnavani strogo zaupno, rezultati pa bodo popolnoma anonimni. V ta namen bi želel/a govoriti s sindikalnim zaupnikom za varnost in zdravje pri delu v vaši poslovni enoti.

3

<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_04&gt; in your establishment.</p>	4	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_05&gt; in your establishment.</p>	5	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_06&gt; in your establishment.</p>	6	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_07&gt; in your establishment.</p>	7	TT

	4
	5
<p>Dobro jutro /dober dan. Moje ime je... iz "INSTITUTA" v &lt;lokacija instituta&gt;. Raziskavo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu, ki je uradna evropska ustanova, odgovorna za informacije o varnosti in zdravju pri delu. Cilj te ankete je pomagati evropskim delavcem in delodajalcem, da bi bolj učinkovito obravnavali varnost in zdravje pri delu ter promovirali zdravje in dobro počutje zaposlenih. Vsi podatki bodo obravnavani strogo zaupno, rezultati pa bodo popolnoma anonimni. V ta namen bi želel/a govoriti s predstavnikom sveta delavcev za varnost in zdravje pri delu v vaši poslovni enoti.</p>	6
	7

<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_08&gt; in your establishment.</p>	8	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_09&gt; in your establishment.</p>	9	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_10&gt; in your establishment.</p>	10	TT
<p>b) Good morning / afternoon, my name is ... from &lt;INSTITUTE&gt; in &lt;LOCATION&gt;. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the &lt;txt_ER001b_ER_resp_11&gt; in your establishment.</p>	11	TT

<p>Dobro jutro /dober dan. Moje ime je... iz "INSTITUTA" v &lt;lokacija instituta&gt;. Raziskavo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu, ki je uradna evropska ustanova, odgovorna za informacije o varnosti in zdravju pri delu. Cilj te ankete je pomagati evropskim delavcem in delodajalcem, da bi bolj učinkovito obravnavali varnost in zdravje pri delu ter promovirali zdravje in dobro počutje zaposlenih. Vsi podatki bodo obravnavani strogo zaupno, rezultati pa bodo popolnoma anonimni. V ta namen bi želel/a govoriti z delavskim zaupnikom za varnost in zdravje pri delu v vaši poslovni enoti.</p>	8
	9
	10
	11

b) Good morning / afternoon, my name is ... from <INSTITUTE> in <LOCATION>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to the <txt\_ER001b\_ER\_resp\_12> in your establishment.

12 TT



12

EB620.3 txt\_ER001b MODIFY

EB620.3 txt\_ER001b MODIFY

txt\_ER003 Substitution strings for the ER003

TT

txt\_ER003 Nadomestna niz za ER003

[Do not ask]

(972-973)

I would like to talk to the <txt_ER003_ER_resp_01> in your establishment. May I have this person's full name and extension?	1	TT
I would like to talk to the <txt_ER003_ER_resp_02> in your establishment. May I have this person's full name and extension?	2	TT
I would like to talk to the <txt_ER003_ER_resp_03> in your establishment. May I have this person's full name and extension?	3	TT
I would like to talk to the <txt_ER003_ER_resp_04> in your establishment. May I have this person's full name and extension?	4	TT
I would like to talk to the <txt_ER003_ER_resp_05> in your establishment. May I have this person's full name and extension?	5	TT
I would like to talk to the <txt_ER003_ER_resp_06> in your establishment. May I have this person's full name and extension?	6	TT
I would like to talk to the <txt_ER003_ER_resp_07> in your establishment. May I have this person's full name and extension?	7	TT
I would like to talk to the <txt_ER003_ER_resp_08> in your establishment. May I have this person's full name and extension?	8	TT
I would like to talk to the <txt_ER003_ER_resp_09> in your establishment. May I have this person's full name and extension?	9	TT
I would like to talk to the <txt_ER003_ER_resp_10> in your establishment. May I have this person's full name and extension?	10	TT
I would like to talk to the <txt_ER003_ER_resp_11> in your establishment. May I have this person's full name and extension?	11	TT
I would like to talk to the <txt_ER003_ER_resp_12> in your establishment. May I have this person's full name and extension?	12	TT

EB620.3 txt\_ER003 MODIFY

ASK ER001a IF ER\_INFO=1

TT

(Ne vprašaj)

(972-973)

	1	
	2	
Želel/a bi govoriti s sindikalnim zaupnikom za varnost in zdravje pri delu v vaši poslovni enoti. Mi lahko poveste polno ime te osebe in njeno interno	3	
	4	
	5	
Želel/a bi govoriti s predstavnikom sveta delavcev za varnost in zdravje pri delu v vaši poslovni enoti. Mi lahko poveste polno ime te osebe in njeno	6	
	7	
Želel/a bi govoriti z delavskim zaupnikom za varnost in zdravje pri delu v vaši poslovni enoti. Mi lahko poveste polno ime te osebe in njeno interno telefonsko številko?	8	
	9	
	10	
	11	
	12	

EB620.3 txt\_ER003 MODIFY

VPRAŠAJ ER001a V KOLIKOR ER\_INFO=1

Interviewer: Add if necessary: - 1) We have interviewed the manager responsible for Occupational Safety and Health in your establishment. On the basis of this interview we understood you were the best person to interview in order to represent the employee position on the topic. 2) Management agrees that health and safety representative of the employees is interviewed. 3) Confidentiality of responses: Answers will be analysed only in an aggregated and anonymised form. Data collected in this interview will not be passed on to the management and vice versa. 4) 15 minutes interview

TT

Anketar: Po potrebi dodaj: 1) Anketirali smo vodilnega delavca, odgovornega za varnost in zdravje pri delu v vaši poslovni enoti. Na podlagi te ankete smo ugotovili, da ste vi najprimernejša oseba, ki bi lahko zastopala stališča zaposlenih o tej temi. 2) Vodstvo se strinja, da delavski zaupnik za varnost in zdravje pri delu opravi anketo. 3) Zaupnost odgovorov: Odgovori bodo analizirani v agregatni in anonimni obliki. Pridobljeni podatki ne bodo posredovani vodstvu (in obratno). 4) Anketa traja 15 minut.

ER001a a) Good morning / afternoon, my name is ... from <INSTITUTE> in <LOCATION>. We are conducting a survey on behalf of the European Agency for Safety and Health at Work, which is the official European body responsible for information on occupational safety and health. The survey aims to assist workplaces across Europe to deal more effectively with health and safety and to promote the health and well-being of employees. All data will be treated with absolute confidentiality and the results will be totally anonymous. For this interview I would like to talk to <Mr/Ms> <NAME of ER from MM-interview, questions MM507>.

TT

ER001a Dobro jutro /dober dan. Moje ime je... iz "INSTITUTA" v <lokacija instituta>. Raziskavo izvajamo v imenu Evropske agencije za varnost in zdravje pri delu, ki je uradna evropska ustanova, odgovorna za informacije o varnosti in zdravju pri delu. Cilj te ankete je pomagati evropskim delavcem in delodajalcem, da bi bolj učinkovito obravnavali varnost in zdravje pri delu ter promovirali zdravje in dobro počutje zaposlenih. Vsi podatki bodo obravnavani strogo zaupno, rezultati pa bodo popolnoma anonimni. V ta namen bi želel/a govoriti z <g./ga.> "IME ER od MM ankete , vprašanje MM507">.

[Tick what applies]

TT

(Odkljukaj vprašanje)

(974)

The respondent is this person	1	TT
Respondent tries to put through to another person	2	TT
Refused	3	TT

TT

Anketiranec je ta oseba	1	TT
Anketiranec poskuša prevezati k drugi osebi	2	TT
Zavrnitev	3	TT

TT

EB620.3 ER001a MODIFY

EB620.3 ER001a MODIFY

ASK ER001b IF ER\_INFO=2

TT

VPRAŠAJ ER001b, V KOLIKOR JE ER\_INFO=2

Interviewer: If more than one person eligible: Ask for the person representing the largest group of employees in the local establishment. If there is more than one person representing the largest group, ask for the one with the longest standing experience in this function. Stress if necessary: 1) Interview with the management has been carried out already 2) Management agrees that health and safety representative of the employees is interviewed 3) Confidentiality of responses. Answers will be analysed only in an aggregated and anonymised form. Data collected in this interview will not be passed on to the management and vice versa. 4) 15 minutes interview

TT

Anketar: Če pogoje izpolnjuje več kot ena oseba: Vprašaj za osebo, ki predstavlja največjo skupino zaposlenih v lokalni poslovni enoti. V kolikor več oseb zastopa največjo skupino zaposlenih, prosi za osebo, ki ima najdaljše izkušnje v tej vlogi. Po potrebi poudari: 1) Anketa z vodstvom je bila opravljena. 2) Vodstvo se strinja, da delavski zaupnik za varnost in zdravje pri delu opravi anketo. 3) Zaupnost odgovorov: Odgovori bodo analizirani na agregatni ravni in anonimno. Pridobljeni podatki ne bodo posredovani vodstvu (in obratno). 4) Anketa traja 15 minut.

Show the next interviewer hint only if ER\_resp\_03 or Er\_resp\_06 or ER\_resp\_08 =1:

TT

Pokaži naslednji namig anketarja, le če je ER\_resp\_03 ali ER\_resp\_06 ali ER\_resp\_08=1:

If there is more than one employee representative in this function: We would like to talk to the one who has the longest standing experience in this function.

TT

V kolikor več kot en predstavnik zaposlenih opravlja to vlogo: Želeli bi govoriti z osebo, ki ima najdaljše izkušnje v tej vlogi.

ER001b <txt\_ER001b>

TT

ER001b <txt\_ER001b>

[Tick what applies]

TT

(Odkljukaj pravilno)

	<b>(975)</b>	
The respondent is this person	1	TT
Respondent tries to put through to another person	2	TT
Refused	3	TT

EB620.3 ER001b MODIFY

ASK ER002 TO ER004 IF ER001=2 - IF ER001=1 THEN GO TO ER100 - IF ER001=3 THEN STOP INTERVIEW TT

**ER002** Interviewer has been put through to another person TT

[Tick what applies] TT

	<b>(976)</b>	
Telephone is answered by a new respondent	1	TT
Line busy / not answered	2	TT
Back to original person or switchboard	3	TT

EB620.3 ER002

IF ER002=1 THEN START WITH ER001 AGAIN - IF ER002=2 THEN STOP INTERVIEW AND TRY LATER - IF ER002=3 THEN GO TO ER003 TT

Show the next interviewer hint only if ER\_resp\_03 or Er\_resp\_06 or ER\_resp\_08 =1: TT

If there is more than one employee representative in this function: We would like to talk to the one who has the longest standing experience in this function. TT

**ER003Q** <txt\_ER003> TT

[Tick what applies] TT

	<b>(977)</b>	
Information obtained	1	TT
Call the present number (switchboard) again later on	2	TT
Refused	3	TT

EB620.3 ER003Q MODIFY

IF ER003Q=3 THEN STOP INTERVIEW TT

**ER003H** Please choose the correct option TT

[Do not ask - Tick what applies] TT

	<b>(978)</b>	
Mrs	1	TT

	<b>(975)</b>	
Anketiranec je ta oseba	1	
Anketiranec nas poskusi prevezati k drugi osebi	2	
Zavrnitev	3	

EB620.3 ER001b MODIFY

VPRAŠAJ ER002 DO ER004, V KOLIKOR JE EROO1=2. V KOLIKOR JE ER001, POTEM POJDI NA ER100. V KOLIKOR JE ER001=3, POTEM PRENEHAJ Z ANKETO

**ER002** Anketar je bil prevezan k drugi osebi

[Odkljukaj pravilno]

	<b>(976)</b>	
Na telefonski klic je odgovoril nov anketiranec	1	
Linija je bila zasedena/brez odgovora	2	
Nazaj k prvi osebi ali telefonski centrali	3	

EB620.3 ER002

V KOLIKOR JE ER002=1, POTEM PONOVRNO PRIČNI Z ER001. V KOLIKOR JE ER002=2, POTEM KONČAJ Z ANKETO IN POSKUSI KASNEJE. V KOLIKOR JE ER002=3, POTEM POJDI NA ER003.

Pokaži naslednji namig anketarja, le če je ER\_resp\_03 ali ER\_resp\_06 ali ER\_resp\_08=1:8

V kolikor več kot en predstavnik delavcev opravlja to vlogo: Želeli bi govoriti z osebo, ki ima najdaljše izkušnje v tej vlogi.

**ER003Q** <txt\_ER001b> TT

[Odkljukaj pravilno]

	<b>(977)</b>	
Informacija pridobljena	1	
Kasneje pokličli dano številko (telefonska centrala)	2	
Zavrnitev	3	

EB620.3 ER003Q MODIFY

V KOLIKOR JE ER003Q=3, NATO PREKINI ANKETO.

**ER003H** Prosim izberite pravilno

[Ne vprašaj - Odkljukaj pravilno]

	<b>(978)</b>	
Ga.	1	

Mr 2 TT

EB620.3 ER003H MODIFY

G. 2 TT

EB620.3 ER003H MODIFY

ER003N Full name of the person asked in ER003 TT

[Do not ask - Write down] TT

1 40 (979,980-1019)

Empty text box for ER003N

EB620.3 ER003N

ER003N Polno ime zelene osebe v ER003 TT

(Ne vprašaj - Napiši) TT

1 40 (979,980-1019)

Empty text box for ER003N

EB620.3 ER003N

ER003T Direct phone number of the person asked in ER003 (including city code) TT

[Do not ask - Write down without /, ., +, etc. - for example 026611866] TT

1 20 (1020,1021-1040)

Empty text box for ER003T

EB620.3 ER003T

ER003T Direktna številka zelene osebe v ER003 (vključno s področno kodo) TT

(Ne vprašaj - Napiši brez /, ., +, itd. - na primer 026611866) TT

1 20 (1020,1021-1040)

Empty text box for ER003T

EB620.3 ER003T

ASK ER004 IF ER003Q=1,2 TT

VPRAŠAJ ER004, V KOLIKOR JE ER003Q=1,2 TT

ER004 What do you think would be the best time to call again? TT

[Please code 'ddmm' and then 'hhmm' - If "No answer" or "Don't know" please code '0000' and '0000'] TT

(1041-1044) (1045-1048)

ER004 Kdaj bi bil, po vašem mnenju, najboljši čas, da ponovno pokličem? TT

(Prosim kodirajte "ddmm" in nato "hhmm". V kolikor je "Brez odgovora" ali "Ne vem", prosim vnesite kodo "0000" in "0000"). TT

(1041-1044) (1045-1048)



				Date					Hour	TT
--	--	--	--	------	--	--	--	--	------	----

EB620.3 ER004

Thank you for your help. Good bye. TT

B. THE ROLE OF ER IN OSH MANAGEMENT TT

ASK ALL RT

**ER102** Is there a permanent committee or working group consisting of members of the management and representatives of the employees dealing with safety and health in this establishment? TT

<b>(1069)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER102 MODIFY

ASK ALL RT

**ER103** How often does this committee or working group meet? Is this usually several times a month, once a month, several times a year, once a year or less than once year? TT

<b>(1070)</b>		
Several times a month	1	RT
Once a month	2	RT
Several times a year	3	RT
Once a year	4	RT
Less than once a year	5	RT
DK/ NA (SPONTANEOUS)	6	TT

EB620.3 ER103b MODIFY

**ER107** How often do controversies related to safety and health arise between the management and the employee representatives? Is this often, sometimes or practically never the case? TT

<b>(1071)</b>		
Often	1	RT
Sometimes	2	RT
Practically never	3	TT
DK/ NA (SPONTANEOUS)	4	TT

EB620.3 ER107 MODIFY

C. RESOURCES AND TRAINING OF THE EMPLOYEE REPRESENTATIVES IN OSH ISSUES TT

				Datum					Ura
--	--	--	--	-------	--	--	--	--	-----

EB620.3 ER004

Hvala za vašo pomoč. Nasvidenje.

B. VLOGA PREDSTAVNIKA ZAPOSLENIH PRI UPRAVLJANJU VARNOSTI IN ZDRAVJA

VPRAŠAJ VSE

**ER102** Ali je v tej poslovni enoti deluje stalen odbor ali delovna skupina, sestavljena iz predstavnikov vodstva in predstavnikov delavcev, ki se ukvarja z varnostjo in zdravjem pri delu?

<b>(1069)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER102 MODIFY

VPRAŠAJ ER103, ČE JE ER102=1

**ER103** Kako pogosto se ta odbor ali delovna skupina sestaja? Je to večkrat na mesec, enkrat na mesec, večkrat na leto, enkrat na leto ali manj kot enkrat na leto?

<b>(1070)</b>		
Večkrat na mesec	1	
Enkrat na mesec	2	
Večkrat na leto	3	
Enkrat na leto	4	
Manj kot enkrat na leto	5	
Ne vem/Brez odgovora (SPONTANO)	6	

EB620.3 ER103b MODIFY

**ER107** Kako pogosti so spori glede varnosti in zdravja pri delu med vodstvom in predstavniki zaposlenih? Ali so pogosti, občasni ali jih skoraj ni?

<b>(1071)</b>		
Pogosti	1	
Občasni	2	
Jih skoraj ni	3	
Ne vem/Brez odgovora (SPONTANO)	4	

EB620.3 ER107 MODIFY

C. VIRI IN USPOSABLJANJE PREDSTAVNIKOV ZAPOSLENIH NA PODROČJU VARNOSTI IN ZDRAVJA PRI DELU

ASK ALL RT

VPRAŠAJ VSE

ER150 Do you as the employee representative for safety and health usually get sufficient time off from normal duties to perform these tasks adequately? TT

ER150 Ali vi kot predstavnik zaposlenih za varnost in zdravje pri delu dobite na voljo dovolj časa, da poleg običajnih delovnih nalog ustrezno opravljate tudi te naloge? TT

		(1092)	
Yes	1		RT
No	2		RT
DK/ NA (SPONTANEOUS)	3		TT

		(1092)	
Da	1		
Ne	2		
Ne vem/Brez odgovora (SPONTANO)	3		

EB620.3 ER150 MODIFY

EB620.3 ER150 MODIFY

ER153 In contacting employees for issues related to safety and health: Do you face any of the following difficulties? TT

ER153 Pri vzpostavljanju stika z zaposlenimi glede vprašanj, povezanih z varnostjo in zdravjem pri delu: Ali se soočate s katero od sledečih težav? TT

[Read out]	Yes	No	DK/NA (SPONT)	
------------	-----	----	---------------	--

(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTANO)	
-----------	----	----	---------------------------------	--

(1093)	1	A lack of time	1	2	3	TT
(1094)	2	Difficulties in getting to the workplaces	1	2	3	TT
(1095)	3	Poor cooperation from the management	1	2	3	TT

(1093)	1	Pomanjkanje časa	1	2	3	
(1094)	2	Težave pri dostopu do delovnih mest	1	2	3	
(1095)	3	Slabo sodelovanje s strani vodstva	1	2	3	

EB620.3 ER153 MODIFY

EB620.3 ER153 MODIFY

ER154 Does the management provide you with the necessary information for carrying out your health and safety tasks properly? TT

ER154 Ali vam vodstvo nudi dovolj informacij, potrebnih za ustrezno izvajanje vaših nalog na področju varnosti in zdravja pri delu? TT

		(1096)	
Yes	1		RT
No	2		RT
DK/ NA (SPONTANEOUS)	3		TT

		(1096)	
Da	1		
Ne	2		
Ne vem/Brez odgovora (SPONTANO)	3		

EB620.3 ER154

EB620.3 ER154

ASK MM155 IF MM154=1 TT

VPRAŠAJ MM155 V KOLIKOR MM154=1

ER155 Do you usually receive the information on time and without having to ask for it? TT

ER155 Ali ponavadi dobite informacije pravočasno, ne da bi zanje prosili? TT

		(1097)	
Yes	1		RT
No	2		RT
DK/ NA (SPONTANEOUS)	3		TT

		(1097)	
Da	1		
Ne	2		
Ne vem/Brez odgovora (SPONTANO)	3		

EB620.3 ER155 MODIFY

EB620.3 ER155 MODIFY

ASK ALL RT

VPRAŠAJ VSE

ER156 On which of the following issues are you regularly kept informed by your management?

TT

	[Read out]	Yes	No	DK/NA (SPONT)
--	------------	-----	----	---------------

TT

(1098)	1	On sickness and absenteeism rates	1	2	3
(1099)	2	On the number and nature of accidents	1	2	3
(1100)	3	On changes to the way work is organised	1	2	3
(1101)	4	On changes to equipment or working environment	1	2	3

TT

TT

TT

TT

TT

EB620.3 ER156 MODIFY

ER156 O katerih izmed naslednjih zadev vas vaše vodstvo redno obvešča?

	(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTA NO)
--	-----------	----	----	----------------------------------

(1098)	1	O stopnji boleznih in odsotnosti z dela	1	2	3
(1099)	2	O številu in naravi nezgod pri delu	1	2	3
(1100)	3	O spremembah načina organizacije dela	1	2	3
(1101)	4	O spremembah opreme ali delovnega okolja	1	2	3

TT

TT

TT

TT

TT

EB620.3 ER156 MODIFY

ER159 On which of the following issues have you or your health and safety representative colleagues received training?

TT

	[Read out]	Yes	No	DK/NA (SPONT)
--	------------	-----	----	---------------

TT

(1102)	1	Fire safety	1	2	3
(1103)	2	Prevention of accidents	1	2	3
(1104)	3	Chemical, biological, radiation or dust hazards	1	2	3
(1105)	4	Ergonomics	1	2	3
(1106)	5	Violence, bullying or harassment	1	2	3
(1107)	6	Work-related stress	1	2	3
(1108)	7	Discrimination (for example due to age, gender, race or disability)	1	2	3

TT

TT

TT

TT

TT

TT

TT

TT

TT

EB620.3 ER159 MODIFY

ASK ER160 IF ANY OF ER159\_01 to ER159\_07=1

TT

ER159 Iz katerega od sledečih področij ste se vi ali vaši delavski zaupniki za varnost in zdravje pri delu usposabljali?

	(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTA NO)
--	-----------	----	----	----------------------------------

(1102)	1	Požarna varnost	1	2	3
(1103)	2	Preprečevanje nezgod pri delu	1	2	3
(1104)	3	Kemične ali biološke nevarnosti, nevarnosti zaradi sevanja ali prahu	1	2	3
(1105)	4	Ergonomija	1	2	3
(1106)	5	Nasilje, ustrahovanje ali nadlegovanje	1	2	3
(1107)	6	Stres, povezan z delom	1	2	3
(1108)	7	Diskriminacija (na primer zaradi starosti, spola, rase ali invalidnosti)	1	2	3

TT

TT

TT

TT

TT

TT

TT

TT

TT

EB620.3 ER159 MODIFY

VPRAŠAJ ER160, V KOLIKOR JE ER159\_01 do ER159\_07=1

ER160 Is this training sufficient or would more training in any of these fields be desirable?

TT

[Read out]

TT

Training is sufficient (1109) 1

TT

ER160 Ali je to usposabljanje zadostno ali bi bilo zaželeno več usposabljanja iz katerega od teh področij?

(Preberi)

Usposabljanje je zadostno (1109) 1

More training would be desirable	2	TT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER160 MODIFY

ASK ER161a IF ER160=2 TT

ER161a On which of the following topics would you need additional training? TT

[Read out]	Yes	No	DK/NA (SPONT)
------------	-----	----	---------------

(1110)	1	Fire safety	1	2	3	TT
(1111)	2	Prevention of accidents	1	2	3	TT
(1112)	3	Chemical or biological, raditation or dust hazards	1	2	3	TT
(1113)	4	Ergonomics	1	2	3	TT
(1114)	5	Violence, bullying or harassment	1	2	3	TT
(1115)	6	Work-related stress	1	2	3	TT
(1116)	7	Discrimination (for example due to age, gender, race or disability)	1	2	3	TT

EB620.3 ER161a MODIFY

ASK ER161b IF NONE OF ER159\_01 TO ER159\_07=1 TT

ER161b And would you need training on any of the following topics? TT

[Read out]	Yes	No	DK/NA (SPONT)
------------	-----	----	---------------

(1117)	1	Fire safety	1	2	3	TT
(1118)	2	Prevention of accidents	1	2	3	TT
(1119)	3	Chemical or biological, raditation or dust hazards	1	2	3	TT
(1120)	4	Ergonomics	1	2	3	TT
(1121)	5	Violence, bullying or harassment	1	2	3	TT
(1122)	6	Work-related stress	1	2	3	TT
(1123)	7	Discrimination (for example due to age, gender, race or disability)	1	2	3	TT

Želel/a bi več usposabljanja	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER160 MODIFY

VPRAŠAJ ER161a, V KOLIKOR JE ER160=2

ER161a Iz katerega od teh področij bi vi ali vaši sopredstavniki za zdravje in varnost pri delu

(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTANO)
-----------	----	----	---------------------------------

(1110)	1	Požarna varnost	1	2	3	TT
(1111)	2	Preprečevanje nezgod pri delu	1	2	3	TT
(1112)	3	Kemične ali biološke nevarnosti, nevarnosti zaradi sevanja ali prahu	1	2	3	TT
(1113)	4	Ergonomija	1	2	3	TT
(1114)	5	Nasilje, ustrahovanje ali nadlegovanje	1	2	3	TT
(1115)	6	Stres, povezan z delom	1	2	3	TT
(1116)	7	Diskriminacija (na primer zaradi starosti, spola, rase ali invalidnosti))	1	2	3	TT

EB620.3 ER161a MODIFY

VPRAŠAJ ER161b, V KOLIKOR NI ER159\_01 DO ER159\_07=1

ER161b Bi vi ali vaši sopredstavniki za zdravje in varnost pri delu potrebovali usposabljanje glede

(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTANO)
-----------	----	----	---------------------------------

(1117)	1	Požarna varnost	1	2	3	TT
(1118)	2	Preprečevanje nezgod pri delu	1	2	3	TT
(1119)	3	Kemične ali biološke nevarnosti, nevarnosti zaradi sevanja ali prahu	1	2	3	TT
(1120)	4	Ergonomija	1	2	3	TT
(1121)	5	Nasilje, ustrahovanje ali nadlegovanje	1	2	3	TT
(1122)	6	Stres, povezan z delom	1	2	3	TT
(1123)	7	Diskriminacija (na primer zaradi starosti, spola, rase ali invalidnosti)	1	2	3	TT

EB620.3 ER161b MODIFY

ASK ER162 IF ER160=2 OR IF ONE OF ER159\_01 TO ER159\_08=1 TT

ER162 Which of the following are the main reasons for receiving no or not sufficient training on these issues? TT

	[Read out]	Yes	No	DK/NA (SPONT)
--	------------	-----	----	---------------

(1124) 1 Difficulties to get time off for such training 1 2 3 TT

(1125) 2 Lack of information about available courses 1 2 3 TT

(1126) 3 Available courses are not appropriate for our situation 1 2 3 TT

(1127) 4 Difficulties to get the financial resources for the training 1 2 3 TT

EB620.3 ER162 MODIFY

D. GENERAL HEALTH AND SAFETY MANAGEMENT TT

ASK ALL RT

ER200 Is there a documented policy, established management system or action plan on health and safety in your establishment? TT

	(1148)	
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER200 MODIFY

ASK ER202 IF ER200=1 TT

ER202 In practice, how much of an impact does this policy, management system or action plan have on health and safety in your establishment? Does it have a large impact, some impact or practically no impact? TT

[Read out] TT

	(1149)	
Large impact	1	TT
Some impact	2	TT
Practically no impact	3	TT

EB620.3 ER161b MODIFY

VPRAŠAJ ER162, V KOLIKOR JE ER160=2 ALI V KOLIKOR NOBEDEN IZMED

ER162 Kaj od sledečega je glavni razlog, da niste deležni ali da ste deležni premalo usposabljanja na teh področjih? TT

	(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTA NO)
--	-----------	----	----	----------------------------------

(1124) 1 Teško je najti čas za usposabljanje 1 2 3 TT

(1125) 2 Premalo informacij o razpoložljivih tečajih 1 2 3 TT

(1126) 3 Razpoložljivi tečaji niso primerni za našo situacijo 1 2 3 TT

(1127) 4 Teško je pridobiti finančna sredstva za usposabljanje 1 2 3 TT

EB620.3 ER162 MODIFY

D. SPLOŠNO UPRAVLJANJE Z VARNOSTJO IN ZDRAVJEM PRI DELU

VPRAŠAJ VSE

ER200 Ali v vaši poslovni enoti obstaja dokumentirana politika, izdelan sistem upravljanja ali akcijski načrt varnosti in zdravja pri delu? TT

	(1148)	
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER200 MODIFY

VPRAŠAJ ER202, V KOLIKOR JE ER200=1

ER202 Kakšen vpliv ima v praksi ta dokumentirana politika, izdelan sistem upravljanja ali akcijski načrt za varnost in zdravje pri delu v vaši poslovni enoti? Ali ima velik vpliv, delni vpliv ali praktično nima vpliva? TT

(Preberi) TT

	(1149)	
Velik vpliv	1	
Delni vpliv	2	
Praktično nima vpliva	3	

DK/ NA (SPONTANEOUS) 4 TT

EB620.3 ER202 MODIFY

ASK ER203 IF ER200=2 TT

ER203 Are there any particular reasons for not having developed such a policy, management system or action plan so far? Please tell me which of the following statements – if any – apply to the situation in your establishment? TT

[Read out] - Items to be randomised	Yes	No	DK/NA (SPONT)

(1150) 1 Our management does not see the benefit of such a policy, management system or action plan 1 2 3 TT

(1151) 2 The expertise to develop these is not available 1 2 3 TT

(1152) 3 In view of our health and safety risks this is not necessary 1 2 3 TT

EB620.3 ER203 MODIFY

ASK ALL RT

ER205 Are employees in this establishment regularly informed about safety and health at the workplace? TT

(1153)

Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER205 MODIFY

ER207 Are workplaces in the establishment regularly checked for safety and health as part of a risk assessment or similar measures? TT

(1154)

Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER207 MODIFY

ASK ER209 AND ER210 IF ER207=1 TT

Ne vem/Brez odgovora (SPONTANO) 4

EB620.3 ER202 MODIFY

VPRAŠAJ ER203, V KOLIKOR JE ER200=2

ER203 Ali obstaja kakšen poseben razlog, da takšna politika, sistem upravljanja ali akcijski načrt ni bil razvit? Prosim povejte mi, katera od sledečih trditev - če katera - ustreza situaciji v vaši poslovni enoti??

(Preberi) - Naključna izbira	Da	Ne	Ne vem/Brez odgovora (SPONTANO)

(1150) 1 Naši vodilni delavci ne vidijo koristi takšne politike, sistema upravljanja ali akcijskega načrta 1 2 3

(1151) 2 Manjka strokovnega znanja za njihov razvoj 1 2 3

(1152) 3 Glede na naša zdravstvena in varnostna tveganja to ni potrebno 1 2 3

EB620.3 ER203 MODIFY

VPRAŠAJ VSE

ER205 Ali so zaposleni v tej poslovni enoti redno obveščeni o varnosti in zdravju na delovnem mestu? TT

(1153)

Da	1
Ne	2
Ne vem/Brez odgovora (SPONTANO)	3

EB620.3 ER205 MODIFY

ER207 Ali varnost in zdravje na delovnih mestih v vaši poslovni enoti redno preverjajo v sklopu ocenitve tveganja ali podobnih meritev? TT

(1154)

Da	1
Ne	2
Ne vem/Brez odgovora (SPONTANO)	3

EB620.3 ER207 MODIFY

VPRAŠAJ ER209 IN ER210, V KOLIKOR JE ER207=1

**ER209** Do you have a say in the decisions on when and where these risk assessments or workplace checks are carried out? TT

<b>(1155)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER209 MODIFY

**ER209** Ali imate besedo pri odločanju glede časa in kraja ocenjevanja tveganja ali preverjanja delovnega mesta? TT

<b>(1155)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER209 MODIFY

**ER210** If the risk assessment or workplace check identifies a need for action: Is the necessary follow-up action normally taken? TT

<b>(1156)</b>		
Yes	1	RT
No	2	RT
Only partly (SPONTANEOUS)	3	TT
DK/ NA (SPONTANEOUS)	4	TT

EB620.3 ER210 MODIFY

ASK ER211 IF ER210=1 or 3 TT

**ER210** V kolikor ocena tveganja ali preverba delovnega mesta zahteva ukrepanje: Ali se ti ukrepi ponavadi izvajajo? TT

<b>(1156)</b>		
Da	1	
Ne	2	
Le delno (SPONTANO)	3	
Ne vem/Brez odgovora (SPONTANO)	4	

EB620.3 ER210 MODIFY

VPRAŠAJ ER211 V KOLIKOR JE ER210=1 ali 3 TT

**ER211** And are you as health and safety representatives usually involved in the choice of follow-up actions? TT

[Read out] TT

<b>(1157)</b>		
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER211 MODIFY

ASK ER213 IF ER207=2 TT

**ER211** Ste delavski zaupniki za varnosti in zdravje pri delu ponavadi vključeni v izbiro ukrepov? TT

(Preberi) TT

<b>(1157)</b>		
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER211 MODIFY

VPRAŠAJ ER213 V KOLIKOR ER207=2 TT

**ER213** Are there any particular reasons why these checks are not regularly carried out? Please tell me which of the following statements – if any – apply to your establishment? TT

[Read out - Items to be randomised]	Yes	No	DK/NA (SPONT)	
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**ER213** Ali obstajajo posebni razlogi, da se preverjanja ne izvajajo redno? Prosim povejte mi, katera od sledečih izjav - če katera - velja za vašo poslovno enoto? TT

(Preberi - naključna izbira)	Da	Ne	Ne vem/Brez odgovora (SPONTANO)	
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<b>(1158)</b>	1	The necessary expertise is lacking	1	2	3	TT
<b>(1159)</b>	2	Risk assessments are regarded as too time consuming or expensive	1	2	3	TT

<b>(1158)</b>	1	Pomanjkanje potrebnega strokovnjega znanja	1	2	3	
<b>(1159)</b>	2	Ocenjevanje tveganja se obravnava kot časovno preveč zamudno ali predrago	1	2	3	

(1160)	3	The legal obligations on risk assessment are too complex	1	2	3	TT
(1161)	4	It is not necessary because we do not have any major problems	1	2	3	TT

EB620.3 ER213 MODIFY

ASK ALL RT

ER214	Overall, how would you rate the degree of involvement of the line managers and supervisors in the management of health and safety? Is it very high, quite high, quite low or very low?	TT
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[Read out] TT

		(1162)	
Very high	1	TT	
Quite high	2	TT	
Quite low	3	TT	
Very low	4	TT	
DK/ NA (SPONTANEOUS)	5	TT	

EB620.3 ER214 MODIFY

ER215	Please tell me for each of the following statements whether you agree, neither agree nor disagree or disagree with it.	TT
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	[Read out]	Agree	Neither agree nor disagree	Disagree	DK/NA (SPONT)	TT
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(1163)	1	Health and safety is an integral part of the management philosophy in our establishment	1	2	3	4	TT
(1164)	2	Our management is open to the introduction of preventive health and safety actions even if they go significantly beyond the legal requirements	1	2	3	4	TT
(1165)	3	Our management gives proper consideration to occupational safety and health issues raised by employees or their representatives	1	2	3	4	TT

EB620.3 ER215 MODIFY

(1160)	3	Pravne obveznosti ocenjevanja tveganja so preveč obsežne/komplicirane	1	2	3	TT
(1161)	4	Ni potrebe, saj nimamo večjih težav	1	2	3	TT

EB620.3 ER213 MODIFY

VPRAŠAJ VSE

ER214	Gledano celovito, kako bi ocenili stopnjo vključenosti vodilnih in vodstvenih delavcev ter nadzornikov v upravljanje varnosti in zdravja pri delu? Ali je njihova vključenost zelo visoka, dokaj visoka, dokaj nizka ali zelo nizka?	TT
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(Preberi) TT

		(1162)	
Zelo visoka	1	TT	
Dokaj visoka	2	TT	
Dokaj nizka	3	TT	
Zelo nizka	4	TT	
Ne vem/Brez odgovora (SPONTANO)	5	TT	

EB620.3 ER214 MODIFY

ER215	Prosim povejte mi za vsako od sledečih izjav, če se z njo strinjate, se niti ne strinjate, niti ne strinjate ali se ne strinjate.	TT
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	(Preberi)	Se strinjam	Se niti strinjam niti ne strinjam	Se ne strinjam	Ne vem/Brez odgovora (SPONTANO)	TT
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(1163)	1	Varnost in zdravje pri delu sta sestavni del filozofije vodenja naše poslovne enote	1	2	3	4	TT
(1164)	2	Naše vodstvo je odprto za uvedbo preventivnih aktivnosti na področju varnosti in zdravja pri delu, tudi če te presegajo pravne zahteve	1	2	3	4	TT
(1165)	3	Naše vodstvo korektno obravnava vprašanja varnosti in zdravja pri delu, na katere opozorijo zaposleni ali njihovi predstavniki	1	2	3	4	TT

EB620.3 ER215 MODIFY



E. OCCUPATIONAL HEALTH AND SAFETY AND PSYCHOSOCIAL RISKS TT

ASK ALL RT

ER250 For each of the following issues, please tell me whether it is of major concern, some concern or no concern at all in your establishment. TT

	[Read out]	Major concern	Some concern	No concern	DK/NA (SPONT)
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(1186)	1	Dangerous substances (Int. hint: e.g. dusts, chemical, biological or radioactive)	1	2	3	4	TT (1186)
(1187)	2	Accidents	1	2	3	4	TT (1187)
(1188)	3	Noise and vibration	1	2	3	4	TT (1188)
(1189)	4	Musculoskeletal disorders such as pain in the back, neck, arms or legs	1	2	3	4	TT (1189)
(1190)	5	Work-related stress	1	2	3	4	TT (1190)
(1191)	6	Violence or threat of violence	1	2	3	4	TT (1191)
(1192)	7	Bullying or harassment, i.e. abuse, humiliation or assault by colleagues or superiors	1	2	3	4	TT (1192)

EB620.3 ER250 MODIFY

ER252 Several factors can contribute to stress, violence and harassment at work; they concern the way work is organised and are often referred to as 'psychosocial risks'. Please tell me whether any of the following psychosocial risks are a concern in your establishment. TT

	[Read out]	Yes	No	DK/ NA (SPONT)
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(1193)	1	Time pressure	1	2	3	TT (1193)
(1194)	2	Poor communication between management and employees	1	2	3	TT (1194)
(1195)	3	Poor co-operation amongst colleagues	1	2	3	TT (1195)
(1196)	4	Lack of employee control in organising their work	1	2	3	TT (1196)
(1197)	5	Job insecurity	1	2	3	TT (1197)
(1198)	6	Having to deal with difficult customers, patients, pupils etc.	1	2	3	TT (1198)

E. VARNOST IN ZDRAVJE PRI DELU TER PSIHOSOCIALNA TVEGANJA

VPRAŠAJ VSE

ER250 Za vsako od sledečih zadev mi prosim povejte, ali povzroča veliko skrbi, nekaj skrbi ali ne povzroča skrbi v vaši poslovni enoti?

	(Preberi)	Veliko skrbi	Nekaj skrbi	Ne povzroča skrbi	Ne vem/Brez odgovora
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(1186)	1	Nevarne snovi (anketar: po potrebi razloži; npr. prah, kemikalije, biološke ali radioaktivne snovi)	1	2	3	4	TT (1186)
(1187)	2	Nezgode pri delu	1	2	3	4	TT (1187)
(1188)	3	Hrup in tresljaji	1	2	3	4	TT (1188)
(1189)	4	Kostno- mišične tegobe, kot so bolečine v hrbtu, vratu, rokah ali nogah	1	2	3	4	TT (1189)
(1190)	5	Stres povezan z delom	1	2	3	4	TT (1190)
(1191)	6	Nasilje ali grožnja z nasiljem	1	2	3	4	TT (1191)
(1192)	7	Ustrahovanje ali nadlegovanje, npr. zloraba, ponižanje ali napad s strani sodelavcev ali nadrejenih	1	2	3	4	TT (1192)

EB620.3 ER250 MODIFY

ER252 Številni dejavniki lahko vplivajo na stres, nasilje in nadlegovanje na delovnem mestu. Ti se nanašajo na način organizacije dela in jih pogosto imenujemo "psihosocialna tveganja". Prosim povejte mi, ali je katero od sledečih psihosocialnih tveganj skrb zbujajoče v vaši poslovni enoti.

	(Preberi)	Da	Ne	Ne vem/Brez odgovora (SPONTA NO)
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(1193)	1	Časovni pritisk	1	2	3	TT (1193)
(1194)	2	Slaba komunikacija med vodstvom in zaposlenimi	1	2	3	TT (1194)
(1195)	3	Slabo sodelovanje med sodelavci	1	2	3	TT (1195)
(1196)	4	Pomanjkanje delavčevega nadzora nad organizacijo dela	1	2	3	TT (1196)
(1197)	5	Negotovost zaposlitve	1	2	3	TT (1197)
(1198)	6	Delo s težavnimi strankami, pacienti, učenci, itd.	1	2	3	TT (1198)

(1199)	7	Problems in supervisor – employee relationships	1	2	3	TT
(1200)	8	Long or irregular working hours	1	2	3	TT
(1201)	9	An unclear human resources policy	1	2	3	TT
(1202)	10	Discrimination (for example due to age, gender, race or ethnicity)	1	2	3	TT

EB620.3 ER252 MODIFY

F. PSYCHOSOCIAL RISK MANAGEMENT

ASK ALL

ER300 In the last 3 years, has your establishment used any of the following measures to deal with psychosocial risks?

	[Read out - : Items ER300_01 to ER300_06 to be randomized]	Yes	No	DK/NA (SPONT)	TT
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(1223)	1	Changes to the way work is organised	1	2	3	TT
(1224)	2	A redesign of the work area	1	2	3	TT
(1225)	3	Confidential counseling for employees	1	2	3	TT
(1226)	4	Set-up of a conflict resolution procedure	1	2	3	TT
(1227)	5	Changes to working time arrangements	1	2	3	TT
(1228)	6	Provision of training	1	2	3	TT

EB620.3 ER300 MODIFY

ER301 Please tell me for each of the measures you named whether it has been very effective, quite effective, quite ineffective or very ineffective in helping to manage psychosocial risks. What about...?

	[Read out]	Very effective	Quite effective	Quite ineffective	Very ineffective	DK/NA (SPONT)	TT
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(1229)	1	(ONLY IF ER300_01=1) Changes to the way work is organised	1	2	3	4	5	TT
(1230)	2	(ONLY IF ER300_02=1) A redesign of the work area	1	2	3	4	5	TT

(1199)	7	Težave med nadrejenim in zaposlenim	1	2	3	TT
(1200)	8	Dolg ali nereden urnik	1	2	3	TT
(1201)	9	Nejasna politika upravljanja s kadri	1	2	3	TT
(1202)	10	Diskriminacija (na primer zaradi spola, starosti ali narodnosti)	1	2	3	TT

EB620.3 ER252 MODIFY

F. UPRAVLJANJE S PSIHOSOCIALNIMI TVEGANJI

VPRAŠAJ VSE

ER300 Ali je v zadnjih 3 letih vaša poslovna enota uporabila katerega od sledečih ukrepov pri upravljanju psihosocialnih tveganj?

	(Preberi:- Primeri ER300_01 do ER300_06 po naključju)	Da	Ne	Ne vem/Brez odgovora (SPONTA NO)	TT
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(1223)	1	Spremembe načina organizacije dela	1	2	3	TT
(1224)	2	Preureditev delovnega okolja	1	2	3	TT
(1225)	3	Zaupno svetovanje za zaposlene	1	2	3	TT
(1226)	4	Vzpostavitev postopka za reševanje konfliktov	1	2	3	TT
(1227)	5	Spremembe delovnega časa	1	2	3	TT
(1228)	6	Zagotavljanje usposabljanja	1	2	3	TT

EB620.3 ER300 MODIFY

ER301 Prosim, povejte mi za vsakega od ukrepov, ki ste ga navedli, ali bi rekli, da je bil ukrep za upravljanje psihosocialnih tveganj v vaši poslovni enoti zelo učinkovit, dokaj učinkovit, dokaj neučinkovit ali zelo neučinkovit. Kaj bi rekli o...?

	(Preberi)	Zelo učinkovito	Dokaj učinkovito	Dokaj neučinkovito	Zelo neučinkovito	Ne vem/Brez odgovora (SPONTA NO)	TT
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(1229)	1	(LE V KOLIKOR JE ER300_01=1) Spremembe pri načinu organizacije dela	1	2	3	4	5	TT
(1230)	2	(LE V KOLIKOR JE ER300_02=1) Sprememba delovnega okolja	1	2	3	4	5	TT

(1231)	3	(ONLY IF ER300_03=1) Confidential counseling for employees	1	2	3	4	5	TT (1231)
(1232)	4	(ONLY IF ER300_04=1) Set-up of a conflict resolution procedure	1	2	3	4	5	TT (1232)
(1233)	5	(ONLY IF ER300_05=1) Changes to working time arrangements	1	2	3	4	5	TT (1233)
(1234)	6	(ONLY IF ER300_06=1) Provision of training	1	2	3	4	5	TT (1234)

(1231)	3	(LE V KOLIKOR JE ER300_03=1) Zaupno svetovanje za zaposlene	1	2	3	4	5	TT (1231)
(1232)	4	(LE V KOLIKOR JE ER300_04=1) Vzpostavitev postopka za reševanje težav	1	2	3	4	5	TT (1232)
(1233)	5	(LE V KOLIKOR JE ER300_05=1) Spremembe delovnega časa	1	2	3	4	5	TT (1233)
(1234)	6	(LE V KOLIKOR JE ER300_06=1) Zagotavljanje usposabljanja	1	2	3	4	5	TT (1234)

EB620.3 ER301 MODIFY

EB620.3 ER301 MODIFY

ASK ALL RT

VPRAŠAJ VSE

ER303 Does your establishment inform the employees about psychosocial risks and their effect on health and safety? TT

ER303 Ali vaša poslovna enota obvešča zaposlene o psihosocialnih tveganjih in njihovem vplivu na zdravje in varnost? TT

(1235)	Yes	1	RT
	No	2	RT
	DK/ NA (SPONTANEOUS)	3	TT

(1235)	Da	1	RT
	Ne	2	RT
	Ne vem/Brez odgovora (SPONTANO)	3	TT

EB620.3 ER303 MODIFY

EB620.3 ER303 MODIFY

ER308 Have you in the last 3 years received any requests from employees to tackle work-related stress? TT

ER308 Ali ste v zadnjih 3 letih prejeli od zaposlenih kakršnokoli prošnjo za reševanje težav v zvezi s stresom, povezanim z delom? TT

Interviewer: Read out definition if necessary: Work-related stress is experienced when the demands of the work exceed the employees' ability to cope with or control them. TT

Anketar: Po potrebi preberi definicijo: Stres, povezan z delom, se pojavi, ko delovne zahteve presegajo sposobnosti zaposlenega in jih le-ta ne more obvladovati ali nadzorovati. TT

(1236)	Yes	1	RT
	No	2	RT
	DK/ NA (SPONTANEOUS)	3	TT

(1236)	Da	1	RT
	Ne	2	RT
	Ne vem/Brez odgovora (SPONTANO)	3	TT

EB620.3 ER308 MODIFY

EB620.3 ER308 MODIFY

ER309 And have you in the last 3 years received requests to tackle bullying or harassment? TT

ER309 Ali ste v zadnjih 3 letih prejeli zahtevo po reševanju ustrahovanja ali nadlegovanja? TT

Interviewer: Read out definition if necessary: Bullying or harassment occurs when one or more workers or managers are abused, humiliated or assaulted by colleagues or superiors. TT

Anketar: Po potrebi preberi definicijo: Ustrahovanje ali nadlegovanje se pojavi, če je en ali več zaposlenih ali vodilnih delavcev razžaljen, ponižan ali napaden s strani sodelavcev ali nadrejenih. TT

(1237)

(1237)

Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER309 MODIFY

Da	1
Ne	2
Ne vem/Brez odgovora (SPONTANO)	3

EB620.3 ER309 MODIFY

ER310 And what about workplace violence? Have there in the last 3 years been any requests to deal with this issue? TT

Interviewer: Read out definition if necessary: Work-related violence occurs when one or more workers or managers are threatened, assaulted or abused by clients, patients or pupils. TT

(1238)

Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER310 MODIFY

G. DRIVERS AND BARRIERS FOR PSYCHOSOCIAL RISK MANAGEMENT TT

ASK ALL RT

ER400 Compared to other safety and health issues: Is it more difficult to tackle psychosocial risks, is it less difficult or is there no difference? TT

(1259)

More difficult	1	RT
Less difficult	2	TT
No difference	3	TT
DK/ NA (SPONTANEOUS)	4	TT

EB620.3 ER400 MODIFY

ER402 How willing is your management to introduce measures for tackling psychosocial risks? Is it very willing, quite willing, quite unwilling or very unwilling to tackle this issue? TT

(1260)

Very willing	1	TT
Quite willing	2	TT
Quite unwilling	3	TT
Very unwilling	4	TT
DK/ NA (SPONTANEOUS)	5	TT

EB620.3 ER402 MODIFY

ER403 Do you consider the measures your establishment has taken for managing psychosocial risks to be sufficient? TT

ER310 Kaj pa nasilje na delovnem mestu? Ali ste v zadnjih 3 letih prejeli prošnjo za reševanje tovrstne zadeve? TT

Anketar: Po potrebi preberi definicijo: Nasilje povezano z delom se pojavi, ko je en ali več zaposlenih ali vodilnih delavcev ogrožen, napaden ali razžaljen s strani strank, pacientov ali učencev. TT

(1238)

Da	1
Ne	2
Ne vem/Brez odgovora (SPONTANO)	3

EB620.3 ER310 MODIFY

G. VZPODBUDE IN OVIRE PRI UPRAVLJANJU S PSIHO SOCIALNIMI TVEGANJI

VPRAŠAJ VSE

ER400 V primerjavi z drugimi vprašanji varnosti in zdravja pri delu: Ali je psihosocialna tveganja težje rešiti, lažje rešiti ali ni razlike? TT

(1259)

Težje	1
Lažje	2
Ni razlike	3
Ne vem/Brez odgovora (SPONTANO)	4

EB620.3 ER400 MODIFY

ER402 Koliko pripravljenosti kaže vaše vodstvo glede uvajanja ukrepov za reševanje psihosocialnih tveganj? Ali je zelo pripravljeno, dokaj pripravljeno, dokaj nepripravljeno ali zelo nepripravljeno reševati ta vprašanja? TT

(1260)

Zelo pripravljeno	1
Dokaj pripravljeno	2
Dokaj nepripravljeno	3
Zelo nepripravljeno	4
Ne vem/Brez odgovora (SPONTANO)	5

EB620.3 ER402 MODIFY

ER403 Ali menite, da je vaša poslovna enota sprejela zadostne ukrepe za upravljanje psihosocialnih tveganj? TT

	(1261)	
Yes	1	RT
No	2	RT
DK/ NA (SPONTANEOUS)	3	TT

EB620.3 ER403

Thank you very much for your cooperation TT

END OF THE INTERVIEW TT

	(1261)	
Da	1	
Ne	2	
Ne vem/Brez odgovora (SPONTANO)	3	

EB620.3 ER403

Najlepša hvala za vaše sodelovanje

KONEC ANKETE