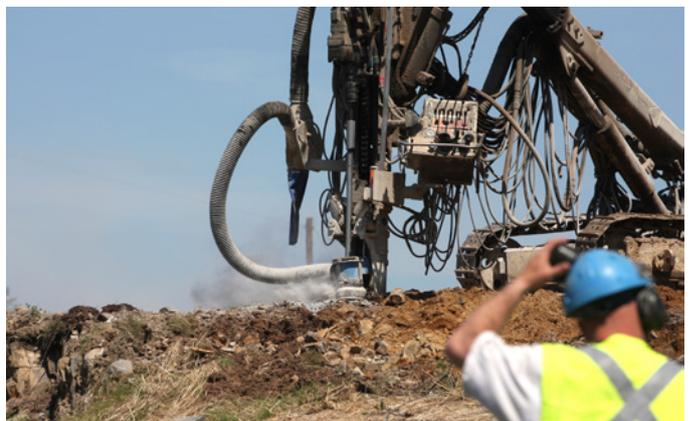# Focusing on what matters to prevent workplace noise-induced hearing loss

This guide will help you assess how well noise-related risks are managed in your business.

It contains questions to flush out what's going well and any gaps or blind-spots.

These questions are adapted from the Forum's *Monitoring What Matters* guide, which supports CEOs, directors and executives to maintain effective oversight of health and safety.

⚠ Risks

How confident are you about how well noise-related risks are understood and managed?

1. Do we understand where our noise exposure risks are?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

2. Are they controlled to tolerable levels?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

3. Are our controls for noise-related risks more *above the line* (i.e. engineering solutions to eliminate the risk) or *below the line* (i.e. hearing protection)?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

4. Are our noise-related risk controls understood and implemented by everyone?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

5. Are our risk controls in line with industry good practice?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

Relationships

○ 1 Not confident, I need to think about it
○ 2 I can answer the questions but don't think we monitor it well
○ 3 I can answer the questions and we monitor it well

How confident are you that your relationships with your employees and suppliers support good management of noise-related risks in your business?

1. Do leaders demonstrate understanding and commitment to managing noise-related hearing loss in all relationships?

○ 1 ○ 2 ○ 3

Where are the gaps?

_____

2. Is work-related health (incl. noise) part of the partnership discussion between leaders and workers?

○ 1 ○ 2 ○ 3

Where are the gaps?

_____

3. Is communication about noise-related hearing loss effective in all business relationships?

○ 1 ○ 2 ○ 3

Where are the gaps?

_____

4. Are the health roles, responsibilities and expectations in key business relationships defined and managed?

○ 1 ○ 2 ○ 3

Where are the gaps?

_____

5. Is our sphere of 'influence' and 'control' understood and effectively managed?*

○ 1 ○ 2 ○ 3

Where are the gaps?

_____

*Under the Health and Safety at Work Act, the steps that businesses must take to meet their legal requirements depend on how much influence and control they have over what has created the risk.

Resourcing

How confident are you that risk management around noise is sufficiently resourced and supported?

1. Are the appropriate plant, equipment and assets in place to ensure effective noise-related risk management?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

2. Are the allocated financial resources ensuring effective noise-related risk management?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

3. Are our procurement decisions aligned to eliminating or effectively managing noise-related risks?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

4. Do all workers have the knowledge and tools to manage noise-related risks in their roles?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____

5. Is there visibility of health practices through the layers of our business?

   ○ 1   ○ 2   ○ 3

   Where are the gaps?

   _____