

## GB315B

### Behaviour on safe sites (BOSS) REWARDING SAFE BEHAVIOURS ON SITE

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**Related process:**

**B315** *Behaviour on safe sites*

**Associated forms:**

- [FB315/1](#) *Observation sheet (A4)*  
[FB315/3](#) *Observation score chart*  
[FB315/3A](#) *Observation score chart (without graphics)*

#### 1. SCOPE

This document gives guidance on the development of a reward package to support the 'Behaviour on Safe Sites' scheme (BOSS).

#### 2. SUMMARY

On each construction project, the Site Manager is responsible for developing a reward package that is appropriate for that site. The Site Manager should seek the views of the work force and site management team during the development of a suitable reward package. The package adopted should be meaningful to everyone on the site — so that safe behaviours are adequately rewarded.

When developing the project's reward package, the following should be taken into account:—

- A budget for the reward package should be established. As a guide, a budget of £2.50 per month for each BVL and contractor's employee working on the site is deemed to be reasonable.
- The reward package should recognise the performance of both individuals and teams as set out below.
- Cash should not be offered as a reward unless the associated tax implications have been resolved.
- The reward criteria should reflect consistently good safety performance and not the absence of accidents, incidents or near misses.
- Information on the reward package should be included within the site induction.

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File name: b-and-v-recognition-

guidance.doc

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Date of issue: 28 June 2010

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Date printed: 17 August 2011

### 3. REWARD CRITERIA

The reward criteria established for the project must recognise and reward safe behaviours, and should not merely reward the team or individuals for not having had an accident or incident. Examples of possible criteria for team and individual rewards are given below:

**(a) Team criteria:**

1. Significant and sustained improvements in averaged project scores from observation tours.
2. Delivery of effective daily briefings to 100% of the workforce before entering the construction area during the month.
3. Visible evidence of the team consistently working well and demonstrating good behaviour at all times.

**(b) Individual criteria:**

1. Reporting near misses which result in significant improvements in health and safety standards.
2. Reporting and/or correcting an unsafe condition which prevents a serious accident or incident occurring.
3. Providing coaching to others which results in them modifying at-risk behaviours.
4. Consistently taking corrective action when observing an unsafe condition.

### 4. TEAM REWARDS

Examples of rewards that can be offered to the entire team include the following:—

1. Cans of non alcoholic drinks.
2. Sandwiches.
3. Bacon rolls.
4. Fish and chip lunches;
5. Small items, such as tools, torches, pens, or cups.

### 5. INDIVIDUAL REWARDS

Examples of rewards that can be given to individuals include:—

1. Free lunch or breakfast.
2. Corporate clothing.
3. Evening meal for individual and partner (without alcohol).
4. Tools.

5. Miscellaneous gifts.
6. PPE.

## 6. RECORD OF REWARDS GIVEN

The Site Manager (or the site's BOSS Co-ordinator) should keep a log of the rewards issued, including details of the costs of the items and the recipients, distinguishing between team awards and those to individuals. Rewards should be allocated to the correct expenditure code so as to allow any tax implications to be appropriately handled.

## 7. FEEDBACK ON REWARDS

The Site Manager (or the site's BOSS Co-ordinator) should assess the success of the reward package being use on the site and pass this information to the BOSS Steering Group by way of the local safety adviser. This will allow details of successful packages to be passed on to any other sites on which they may be of benefit. Similarly, it might be possible to share feedback on any problems that were encountered.