


Activity guide

CRITERIA	If negative event/behaviour:	If positive event/behaviour:
Impact 	Does the negative behaviour pose a low or high risk of injury or fatality, or damage to the environment, property, or reputation of a person, group, or the company?	Does the behaviour have a low positive impact on just one individual, or a high positive impact on two or more individuals or a team? To what level of influence does the behaviour affect the team or organisation? Or is it just limited to a specific individual?
Frequency 	Is there any previous record of the person's negative behaviour? Has a final warning been issued?	How often is the positive behaviour observed? Is it low frequency (just one time or twice but the gap between them is months) or high frequency (almost every day, or three or more times within a month for behaviours that can only be observed during rare situations or extraordinary operations)?
Intention 	Does the negative behaviour show good faith and a lack of bad intention , or is it a deliberate act in bad faith ?	Does the person's behaviour show consistency with safety guidelines and company values, or is it just a random behaviour and simply happened by chance?