No. 9 How to analyse food safety culture survey results

Step	Instruction	Screenshot
How to analyse food safety culture survey results		
1.	The food safety culture survey results can be analysed by filtering across the following criteria: - The 4C model sub elements covering: ▪ Control ▪ Cooperation ▪ Communication ▪ Competency - Sites (Individually or collectively) - Different roles in the company covering: ▪ Senior Management ▪ Managers and supervisors ▪ Technical and QA ▪ Operatives ▪ HR ▪ Engineering There are three reports the Maturity, Average and Feedback report. **Maturity report** Based on the filter selected presents data showing the distribution of respondents' opinions on a measured scale of questions covering: - Strongly agree - Agree - Neutral - Disagree - Strongly disagree where each response is assigned, a numerical value allowing the average response (mean) to be calculate. The report also allows results from one survey to be compared with the results from another survey. **Average report** Based on the filter selected the average score for individual questions used in the survey, Scores range for 1 = Strongly disagree to 6 Strongly agree are presented. The report also allows results from one survey to be compared with the results from another survey. **Feedback report**	

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	Details any anecdotal comments raised by the respondent. In the Maturity and Average report where two questionnaires are compared the significant variance is shown. The significant variance calculates if significantly the score from the previous survey is significantly different to the score in the latest survey.	
Maturity Report		
2.	- Click on Dashboard, food safety culture.	
3.	- Identify the survey and click on the "maturity report".	
4.	- Select the filter criteria you require and click on "filter"	
5.	- Report can also be downloaded as a csv file.	
Average Report		
6.	- Click on Dashboard, food safety culture.	

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7.	- Identify the survey and click on the "average report".	
8.	- Select the filter criteria you require and click on "filter"	
9.	- Report can also be downloaded as a csv or pdf file.	
Feedback Report		
10.	- Click on Dashboard, food safety culture.	
11.	- Identify the survey and click on the "maturity report".	
12.	- Where respondents have left comments you will be presented with the comments	