The gap analysis tool is a way to identify and address gaps in a safety management system. Below are a few guiding instructions for completing this gap analysis activity.

- Read down the "Results" column along the right side of the chart.
- Circle any of the icons that resonate with a systems challenge your organization may be experiencing or has experienced in the past.
- Work backwards to identify any potential gaps in your organization's safety management system.
- Make a plan to address identified gap(s). Remember to involve others through use of the safety committee or safety meetings.

Safety Management System Gap Analysis

Key Elements	Without this Element	Results	Ways to Address this Gap in my Org.
The Leadership Team	→	Traffic cop mentality. Can't get started.	
Employee Involvement	→	Anxiety. Little or no buy-in to the process.	
Hazard Identification and Assessment	→	Gradual change, still experiencing unexplained injuries.	
Hazard Prevention and Control	→	Frustration. Can't get to the root cause of the issue.	
Information and Training	→	False starts. Systems in place, but no one trained to use them.	
Evaluation of Program Effectiveness	→	Can't determine how the system is performing.	

With All Six Process Elements

Sustainable Safety Culture