

MEXICO

NOM-035-STPS-2018 AUDIT CHECKLIST

SEPTEMBER 2019



The Isosceles Group

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Mexico

**NOM-035-STPS-2018 Psychosocial risk factors at
work – Identification, analysis and prevention
Checklist**

September 2019

Prepared by

The Isosceles Group
2 Park Plaza
Boston, MA 02116

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GENERAL INFORMATION

Introduction and Limitations

The purpose of this Audit Checklist (“Checklist”) is to provide an overview of the key requirements for Mexico’s NOM-035-STPS-2018. The Checklist may be used to guide the assessment of a facility’s compliance with the standard.

This Checklist for was developed from publicly available information. Since the standard was translated from its original language, the translated text may contain errors and omissions that may have been inadvertently incorporated.

This Checklist is intended to provide the reviewer with a basic understanding of the requirements of the standard. This Checklist is not intended to provide the reviewer with a complete set of requirements for an operation to be in full compliance with the standard, and is only intended to be used as guidance.

This Checklist represents a synopsis of the various requirements specified in the standard, but does not cover every conceivable aspect of it. The reader or auditor should therefore review the standard for additional details as necessary. In addition, the reader should review The Isosceles Group’s Regulatory Updates for additional and more recent news and events on Mexico. Please contact us if you are interested in receiving and purchasing these updates.

No warranty or guaranty is made by Isosceles about the accuracy or completeness of any information set forth in this document, as laws around the world are constantly changing. Any user of this document should consult with health and safety officials in Mexico for the most current information and should also consult with counsel who is familiar with the laws of Mexico prior to taking any action. Users should review the actual text of the standard.

NOM-035-STPS-2018 Psychosocial risk factors at work – Identification, analysis and prevention

Below are four checklists. Three of the checklists provide requirements based on the number of workers in a work center. The last checklist provides requirements if the work center has a Certificate of Compliance under NMX-R-025-SCFI-2015, in force. A worker is defined as a physical person that lends to another, either physically or morally, subordinate personal work. A work center is defined as the place or places, such as buildings, premises, facilities and areas, where activities of exploitation, production, marketing, transport and storage or provisions of services are carried out, in which people who are subject to a relationship of work.

Link to standard:

http://www.dof.gob.mx/nota_detalle.php?codigo=5541828&fecha=23%2F10%2F2018

Checklist for work centers with up to 15 workers

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
1.	<p>Do work centers with up to 15 workers comply with the provisions of sections 5.1, 5.4, 5.5, 5.7, 8.1, and 8.2 of this standard?</p> <p>Note: This standard applies throughout the national territory to all workplaces.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 2a</p>		
2.	<p>Has the employer established in writing, implemented, maintained, and disseminated in the workplace a psychosocial risk prevention policy that includes the following?</p> <p>(1) The prevention of psychosocial risk factors; (2) The prevention of workplace violence; and (3) The promotion of a favorable organizational environment.</p> <p>Note: An example of a Psychosocial Risk Prevention Policy can be found in the standard under Reference Guide IV.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.1</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
3.	<p>Has the employer adopted measures to prevent and control psychological risk factors, promoted the favorable organizational environment, and addressed practices opposed to the favorable organizational environment and acts of labor violence, based on the provisions of section 8?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.4</p>		
4.	<p>Has the employer identified workers who were subjected to severe traumatic events during or on the occasion of work and channeled them for their attention to the social or private security institution, or to the doctor of the workplace or company?</p> <p>Note: See Reference Guide I in the standard for a questionnaire to identify workers who were subject to severe traumatic events.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.5</p>		
5.	<p>Does the employer disseminate and provide information to workers about the following?</p> <p>(1) The psychosocial risk prevention policy;</p> <p>(2) The measures adopted to combat practices opposed to the favorable organizational environment and acts of labor violence;</p> <p>(3) The measures and actions of prevention and, where appropriate, the control actions of psychosocial risk factors;</p> <p>(4) The mechanisms to present complaints for practices opposed to the favorable organizational environment and to report acts of labor violence;</p> <p>(5) The results of the identification and analysis of psychosocial risk factors for work centers with between 16 and 50 workers, and the identification and analysis of factors of psychosocial risk and evaluating the organizational environment of work centers with more than 50 workers; and</p> <p>(6) The possible alterations to health due to exposure to psychosocial risk factors.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.7</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
6.	<p>For the prevention of psychosocial risk factors and workplace violence, as well as for the promotion of the favorable organizational environment, do work centers do the following?</p> <p>(1) Establish actions for the prevention of psychosocial risk factors that promote: social support, information dissemination, and training;</p> <p>(2) Have safe and confidential mechanisms for receiving complaints for practices opposed to the favorable organizational environment and for reporting acts of workplace violence; and</p> <p>(3) Perform actions that promote the sense of belonging of the workers to the organization, such as the training for proper execution of the tasks, the precise definition of responsibilities for the members of the organization, proactive participation and communication among its members, the adequate distribution of workloads with regular working hours in accordance with the Federal Labor Law, and the evaluation and recognition of performance.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.1</p>		
7.	<p>In relation to leadership and labor relations, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions for the management of conflicts at work, the distribution of work times, and the determination of priorities at work;</p> <p>(2) Guidelines to prohibit discrimination and promote equity and respect;</p> <p>(3) Mechanisms to encourage communication between supervisors or managers and workers;</p> <p>(4) Establish and disseminate clear instructions to workers for the attention of problems that prevent or limit the development of their work, when they arise; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2a</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	5) Training and awareness of manager and supervisors for the prevention of psychosocial risk factors and the promotion of favorable organizational environments.			
8.	<p>In relation to workloads, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Review and supervision that the distribution of the workload is carried out in an equitable manner and considers the number of workers, activities to be developed, scope of the activity, and training;</p> <p>2) Activities to plan the work, considering the productive process, so that there are necessary breaks or periods of rest, rotation of tasks and other measures necessary to avoid accelerated work rhythms; and</p> <p>3) Instructions or procedures that clearly define the tasks and responsibilities.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2b</p>		
9.	<p>In relation to work control, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Activities to involve workers in making decisions about the organization of their work and to participate in the improvement of working conditions and productivity provided that the production process allows it and have the experience and training for it;</p> <p>(2) Actions to agree and improve the margin of freedom and control over their work by the workers and the employer, and to encourage them to develop new skills or abilities, considering the limitations of the production process; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2c</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	(3) Meetings to address the areas of opportunity for improvement, in order to address the problems in the workplace and determine their solutions.			
10.	<p>In relation to social support, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Establish relationships between workers, supervisors, managers and employers so that they can obtain support from each other; 2) Conduct periodic meetings (semiannual or annual) to monitor the activities established for social support and, where appropriate, extraordinary meetings if events occur that put the health of the worker or the workplace at risk; 3) Promote mutual aid and the exchange of knowledge and experience among workers; and 4) Contribute to the promotion of cultural and sports activities among its workers and provide them with the essential equipment and supplies.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2d</p>		
11.	<p>In relation to work-family relationship balance, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions to involve workers in the definition of work schedules when work conditions permit; (2) Guidelines to establish measures and limits that avoid working hours higher than those provided for in the Federal Labor Law; (3) Support for workers, so that they can attend family emergencies; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2e</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	4) Promotion of family integration activities at work.			
12.	<p>In relation to recognition at work, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Recognize the outstanding performance (higher than expected) of workers; (2) Disseminate the achievements of outstanding workers; and (3) If applicable, express to the worker their development possibilities.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2f</p>		
13.	<p>In relation to the prevention of workplace violence, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Disseminate information to raise awareness about workplace violence to workers, managers and supervisors; 2) Establish procedures for action and monitoring to address problems related to workplace violence and train the person responsible for its implementation; and 3) Report on the manner in which acts of labor violence must be reported.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2g</p>		
14.	<p>In relation to the information and communication provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2h</p>		

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No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>(1) The employer, supervisor or immediate boss communicate directly and frequently with workers about any problem that prevents or delays the development of work;</p> <p>2) Changes in the organization or working conditions are disseminated among workers;</p> <p>and</p> <p>3) Workers can express their opinions on solving problems or improving the conditions of their work that allow them to improve their performance.</p>			
15.	<p>In relation to the training provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Analyze the relationship training-assigned tasks;</p> <p>(2) Give workers the opportunity to indicate their training needs according to their activities; and</p> <p>(3) Perform an identification of training needs at least every two years and integrate the result into the training program.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2i</p>		
16.	<p>Does the company comply with the provisions of the standard in accordance with the following compliance dates?</p> <p>(1) October 23, 2020 for sections 5.2, 5.3, 5.6, 5.8, 8.3, 8.4, 8.5, and 7; and</p> <p>(2) October 23, 2019 for all other sections.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018</p>		

Checklist for work centers with between 16 and 50 workers

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
1.	Do work centers with between 16 and 50 workers comply with the provisions of sections 5.1, 5.2, 5.4-5.8, 7.1a, 7.2, 7.4-7.9, and all of section 8 of this standard?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 2b		
2.	<p>Has the employer established in writing, implemented, maintained, and disseminated in the workplace a psychosocial risk prevention policy that includes the following?</p> <p>(1) The prevention of psychosocial risk factors; (2) The prevention of workplace violence; and (3) The promotion of a favorable organizational environment.</p> <p>Note: An example of a Psychosocial Risk Prevention Policy can be found in the standard under Reference Guide IV.</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.1		
3.	Has the employer adopted measures to prevent and control psychological risk factors, promoted the favorable organizational environment, and addressed practices opposed to the favorable organizational environment and acts of labor violence, based on the provisions of section 8?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.4		
4.	<p>Has the employer identified workers who were subjected to severe traumatic events during or on the occasion of work and channeled them for their attention to the social or private security institution, or to the doctor of the workplace or company?</p> <p>Note: See Reference Guide I in the standard for a questionnaire to identify workers who were subject to severe traumatic events.</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.5		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
5.	<p>Does the employer provide medical examinations and psychological evaluations of workers in the following situations?</p> <p>(1) When the worker is exposed to workplace violence and/or psychological risk factors; (2) When there are signs or symptoms that indicate any alteration to their health and when the result of the identification and analysis of psychological risk factors in section 7.1 and 7.2 of this standard suggests so; and/or (3) When there are complaints of labor violence by mechanisms referred to in section 8.1b.</p> <p>Note: Medical examinations and psychological evaluations may be carried out through the institution of social or private security, doctor, psychiatrist, or psychologist of the workplace, as appropriate.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.6</p>		
6.	<p>Does the employer disseminate and provide information to workers about the following?</p> <p>(1) The psychosocial risk prevention policy; (2) The measures adopted to combat practices opposed to the favorable organizational environment and acts of labor violence; (3) The measures and actions of prevention and, where appropriate, the control actions of psychosocial risk factors; (4) The mechanisms to present complaints for practices opposed to the favorable organizational environment and to report acts of labor violence; (5) The results of the identification and analysis of psychosocial risk factors for work centers with between 16 and 50 workers, and the identification and analysis of factors of psychosocial risk and evaluating the organizational environment of work centers with more than 50 workers; and (6) The possible alterations to health due to</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.7</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	exposure to psychosocial risk factors.			
7.	<p>Does the employer keep records on the following?</p> <p>(1) The results of the identification and analysis of psychosocial risk factors and, in addition, in the case of work centers of more than 50 workers, of the evaluations of the organizational environment;</p> <p>(2) The control measures adopted when the result of the identification and analysis of psychosocial risk factors and evaluation of the organizational environment indicates it; and</p> <p>(3) The names of the workers who underwent clinical examinations or evaluations and who were exposed to psychosocial risk factors, acts of workplace violence, or severe traumatic events.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.8</p>		
8.	<p>Are workers aware that they have the following obligations?</p> <p>(1) Observe the prevention and, where appropriate, control measures provided by this Standard, as well as those established by the pattern to: control psychosocial risk factors, collaborate to have a favorable organizational environment and prevent acts of workplace violence;</p> <p>(2) Refrain from performing practices contrary to the favorable organizational environment and acts of workplace violence;</p> <p>(3) Participate in the identification of psychosocial risk factors and, where appropriate, in the evaluation of the organizational environment.</p> <p>(4) Report on practices opposed to the favorable organizational environment and report acts of workplace violence , using the mechanisms established by the employer for this purpose and/or through the health and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 6</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>safety commission;</p> <p>(5) Inform the employer in writing directly, through preventive occupational health and safety services or the safety and hygiene commission if they have witnessed or suffered a severe traumatic event;</p> <p>(6) Participate in the information events provided by the employer; and</p> <p>(7) Undergo the medical examinations and psychological evaluations as determined by this Standard.</p>			
9.	<p>Has the employer identified and analyzed psychosocial risk factors in accordance with 7.2 in the case of work centers that have 16-50 workers?</p> <p>Note: Reference Guide II in the standard can be used for this.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.2, 7.1a</p>		
10.	<p>Does the identification and analysis of psychosocial risk factors include the following?</p> <p>(1) The conditions in the work environment;</p> <p>(2) Workloads;</p> <p>(3) Lack of control over work;</p> <p>(4) Working hours and shift rotation that exceed the provisions of the Federal Labor Law;</p> <p>(5) Interference in the work-family relationship;</p> <p>(6) Negative leadership and negative relationships at work; and</p> <p>(7) Labor violence (psychological harassment, harassment, and ill-treatment).</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.2</p>		
11.	<p>Do employers use methods to identify and analyze psychosocial risk factors and evaluate the organizational environment that include the following?</p> <p>(1) Questionnaires that comply with the provisions of section 7.2, 7.3, and as</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>appropriate, 7.5; (2) The way in which the questionnaires should be applied; (3) The way to evaluate the questionnaires; and (4) The levels of risk and how to determine them according to the results of the questionnaires (see Reference Guide II or III).</p> <p>Note: If questionnaires developed do not use those established in the Reference Guides, they must be validated according to the following:</p> <p>(1) Carried out on workers whose work centers are located in the national territory; (2) The number of individuals used must be greater than or equal to 10 times for each reagent initially contemplated; (3) Have measures of internal consistency with certain reliability and correlation coefficients; (4) Have construct validity through confirmatory factor analysis; (5) Applied in a working population of similar characteristics to the working population in which it was validated.</p>	<p>prevention, 2018, s. 7.4, 7.5</p>		
12.	<p>Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment integrated into the occupational health and safety assessment referred to in NOM-030-STPS-2009?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.6</p>		
13.	<p>Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment recorded in a report containing the following?</p> <p>(1) Data from the verified work center (name, address, main activity); (2) Objective; (3) Main activities carried out in the workplace;</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.7</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>(4) Method used in accordance with section 7.4; (5) Results obtained in accordance with 7.4(4); (6) Conclusions; (7) Recommendations and intervention actions, if applicable; and (8) Data of the person responsible for the evaluation (full name and professional identification number, if applicable).</p>			
14.	<p>Are the results of the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment made available for consultation to workers?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.8</p>		
15.	<p>Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment carried out at least every 2 years?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.9</p>		
16.	<p>For the prevention of psychosocial risk factors and workplace violence, as well as for the promotion of the favorable organizational environment, do work centers do the following?</p> <p>(1) Establish actions for the prevention of psychosocial risk factors that promote: social support, information dissemination, and training; (2) Have safe and confidential mechanisms for receiving complaints for practices opposed to the favorable organizational environment and for reporting acts of workplace violence; and (3) Perform actions that promote the sense of belonging of the workers to the organization,</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.1</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>such as the training for proper execution of the tasks, the precise definition of responsibilities for the members of the organization, proactive participation and communication among its members, the adequate distribution of workloads with regular working hours in accordance with the Federal Labor Law, and the evaluation and recognition of performance.</p>			
17.	<p>In relation to leadership and labor relations, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions for the management of conflicts at work, the distribution of work times, and the determination of priorities at work; (2) Guidelines to prohibit discrimination and promote equity and respect; (3) Mechanisms to encourage communication between supervisors or managers and workers; (4) Establish and disseminate clear instructions to workers for the attention of problems that prevent or limit the development of their work, when they arise; and 5) Training and awareness of manager and supervisors for the prevention of psychosocial risk factors and the promotion of favorable organizational environments.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2a</p>		
18.	<p>In relation to workloads, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Review and supervision that the distribution of the workload is carried out in an equitable manner and considers the number of workers, activities to be developed, scope of the activity,</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2b</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>and training;</p> <p>2) Activities to plan the work, considering the productive process, so that there are necessary breaks or periods of rest, rotation of tasks and other measures necessary to avoid accelerated work rhythms; and</p> <p>3) Instructions or procedures that clearly define the tasks and responsibilities.</p>			
19.	<p>In relation to work control, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Activities to involve workers in making decisions about the organization of their work and to participate in the improvement of working conditions and productivity provided that the production process allows it and have the experience and training for it;</p> <p>(2) Actions to agree and improve the margin of freedom and control over their work by the workers and the employer, and to encourage them to develop new skills or abilities, considering the limitations of the production process; and</p> <p>(3) Meetings to address the areas of opportunity for improvement, in order to address the problems in the workplace and determine their solutions.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2c</p>		
20.	<p>In relation to social support, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Establish relationships between workers, supervisors, managers and employers so that they can obtain support from each other;</p> <p>2) Conduct periodic meetings (semiannual or</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2d</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>annual) to monitor the activities established for social support and, where appropriate, extraordinary meetings if events occur that put the health of the worker or the workplace at risk;</p> <p>3) Promote mutual aid and the exchange of knowledge and experience among workers; and</p> <p>4) Contribute to the promotion of cultural and sports activities among its workers and provide them with the essential equipment and supplies.</p>			
21.	<p>In relation to work-family relationship balance, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions to involve workers in the definition of work schedules when work conditions permit;</p> <p>(2) Guidelines to establish measures and limits that avoid working hours higher than those provided for in the Federal Labor Law;</p> <p>(3) Support for workers, so that they can attend family emergencies; and</p> <p>4) Promotion of family integration activities at work.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2e</p>		
22.	<p>In relation to recognition at work, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Recognize the outstanding performance (higher than expected) of workers;</p> <p>(2) Disseminate the achievements of outstanding workers; and</p> <p>(3) If applicable, express to the worker their development possibilities.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2f</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
23.	<p>In relation to the prevention of workplace violence, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Disseminate information to raise awareness about workplace violence to workers, managers and supervisors; 2) Establish procedures for action and monitoring to address problems related to workplace violence and train the person responsible for its implementation; and 3) Report on the manner in which acts of labor violence must be reported.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2g</p>		
24.	<p>In relation to the information and communication provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) The employer, supervisor or immediate boss communicate directly and frequently with workers about any problem that prevents or delays the development of work; 2) Changes in the organization or working conditions are disseminated among workers; and 3) Workers can express their opinions on solving problems or improving the conditions of their work that allow them to improve their performance.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2h</p>		
25.	<p>In relation to the training provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification,</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>following? (1) Analyze the relationship training-assigned tasks; (2) Give workers the opportunity to indicate their training needs according to their activities; and (3) Perform an identification of training needs at least every two years and integrate the result into the training program.</p>	<p>analysis and prevention, 2018, s. 8.2i</p>		
26.	<p>Where evaluations referred to in section 7.1-7.4 determine the need to develop control actions, are these implemented through a program that contains the following? (1) Work areas and/or workers subject to the program; (2) The type of actions and control measures to be taken; (3) The dates scheduled for its realization; (4) Control of the progress of the implementation of the program; (5) The post-application evaluation of the control measures, if applicable; and (6) The person responsible for its execution.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.3, 8.4</p>		
27.	<p>Are actions carried out at the first, second, and third levels (i.e. organizational, group, individual)?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.5</p>		
28.	<p>Does the company comply with the provisions of the standard in accordance with the following compliance dates? (1) October 23, 2020 for sections 5.2, 5.3, 5.6, 5.8, 8.3, 8.4, 8.5, and 7; and (2) October 23, 2019 for all other sections.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018</p>		

Checklist for work centers with more than 50 workers

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
1.	Do work centers with more than 50 workers comply with the provisions of section 5.1, 5.3-5.8, 7.1b, 7.2-7.9, and all of section 8 of this standard?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 2c		
2.	<p>Has the employer established in writing, implemented, maintained, and disseminated in the workplace a psychosocial risk prevention policy that includes the following?</p> <p>(1) The prevention of psychosocial risk factors; (2) The prevention of workplace violence; and (3) The promotion of a favorable organizational environment.</p> <p>Note: An example of a Psychosocial Risk Prevention Policy can be found in the standard under Reference Guide IV.</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.1		
3.	Has the employer adopted measures to prevent and control psychological risk factors, promoted the favorable organizational environment, and addressed practices opposed to the favorable organizational environment and acts of labor violence, based on the provisions of section 8?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.4		
4.	<p>Has the employer identified workers who were subjected to severe traumatic events during or on the occasion of work and channeled them for their attention to the social or private security institution, or to the doctor of the workplace or company?</p> <p>Note: See Reference Guide I in the standard for a questionnaire to identify workers who were subject to severe traumatic events.</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.5		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
5.	<p>Does the employer provide medical examinations and psychological evaluations of workers in the following situations?</p> <p>(1) When the worker is exposed to workplace violence and/or psychological risk factors; (2) When there are signs or symptoms that indicate any alteration to their health and when the result of the identification and analysis of psychological risk factors in section 7.1 and 7.2 of this standard suggests so; and/or (3) When there are complaints of labor violence by mechanisms referred to in section 8.1b.</p> <p>Note: Medical examinations and psychological evaluations may be carried out through the institution of social or private security, doctor, psychiatrist, or psychologist of the workplace, as appropriate.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.6</p>		
6.	<p>Does the employer disseminate and provide information to workers about the following?</p> <p>(1) The psychosocial risk prevention policy; (2) The measures adopted to combat practices opposed to the favorable organizational environment and acts of labor violence; (3) The measures and actions of prevention and, where appropriate, the control actions of psychosocial risk factors; (4) The mechanisms to present complaints for practices opposed to the favorable organizational environment and to report acts of labor violence; (5) The results of the identification and analysis of psychosocial risk factors for work centers with between 16 and 50 workers, and the identification and analysis of factors of psychosocial risk and evaluating the organizational environment of work centers with more than 50 workers; and (6) The possible alterations to health due to exposure to psychosocial risk factors.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.7</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
7.	<p>Does the employer keep records on the following?</p> <p>(1) The results of the identification and analysis of psychosocial risk factors and, in addition, in the case of work centers of more than 50 workers, of the evaluations of the organizational environment;</p> <p>(2) The control measures adopted when the result of the identification and analysis of psychosocial risk factors and evaluation of the organizational environment indicates it; and</p> <p>(3) The names of the workers who underwent clinical examinations or evaluations and who were exposed to psychosocial risk factors, acts of workplace violence, or severe traumatic events.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.8</p>		
8.	<p>Are workers aware that they have the following obligations?</p> <p>(1) Observe the prevention and, where appropriate, control measures provided by this Standard, as well as those established by the pattern to: control psychosocial risk factors, collaborate to have a favorable organizational environment and prevent acts of workplace violence;</p> <p>(2) Refrain from performing practices contrary to the favorable organizational environment and acts of workplace violence;</p> <p>(3) Participate in the identification of psychosocial risk factors and, where appropriate, in the evaluation of the organizational environment.</p> <p>(4) Report on practices opposed to the favorable organizational environment and report acts of workplace violence , using the mechanisms established by the employer for this purpose and/or through the health and safety commission;</p> <p>(5) Inform the employer in writing directly, through preventive occupational health and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 6</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>safety services or the safety and hygiene commission if they have witnessed or suffered a severe traumatic event;</p> <p>(6) Participate in the information events provided by the employer; and</p> <p>(7) Undergo the medical examinations and psychological evaluations as determined by this Standard.</p>			
9.	<p>Has the employer identified and analyzed psychosocial risk factors, and evaluated the organization environment in accordance with the provisions of section 7.2 and 7.3 in the case of work centers that have more than 50 workers?</p> <p>Note: This may be carried out with a representative sample as indicated in Reference Guide III of the standard.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.3, 7.1b</p>		
10.	<p>Does the identification and analysis of psychosocial risk factors include the following?</p> <p>(1) The conditions in the work environment;</p> <p>(2) Workloads;</p> <p>(3) Lack of control over work;</p> <p>(4) Working hours and shift rotation that exceed the provisions of the Federal Labor Law;</p> <p>(5) Interference in the work-family relationship;</p> <p>(6) Negative leadership and negative relationships at work; and</p> <p>(7) Labor violence (psychological harassment, harassment, and ill-treatment).</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.2</p>		
11.	<p>Does the evaluation of the favorable organizational environment include the following?</p> <p>(1) The sense of belonging of the workers to the company;</p> <p>(2) Training for the proper performance of the</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>tasks entrusted;</p> <p>(3) The precise definition of responsibilities for workers;</p> <p>(4) Proactive participation and communication between the employer, its representatives, and the workers;</p> <p>(5) The adequate distribution of workloads, with regular working hours; and</p> <p>(6) Evaluation and recognition of performance.</p>	<p>prevention, 2018, s. 7.3</p>		
<p>12.</p>	<p>Do employers use methods to identify and analyze psychosocial risk factors and evaluate the organizational environment that include the following?</p> <p>(1) Questionnaires that comply with the provisions of section 7.2, 7.3, and as appropriate, 7.5;</p> <p>(2) The way in which the questionnaires should be applied;</p> <p>(3) The way to evaluate the questionnaires; and</p> <p>(4) The levels of risk and how to determine them according to the results of the questionnaires (see Reference Guide II or III).</p> <p>Note: If questionnaires developed do not use those established in the Reference Guides, they must be validated according to the following:</p> <p>(1) Carried out on workers whose work centers are located in the national territory;</p> <p>(2) The number of individuals used must be greater than or equal to 10 times for each reagent initially contemplated;</p> <p>(3) Have measures of internal consistency with certain reliability and correlation coefficients;</p> <p>(4) Have construct validity through confirmatory factor analysis;</p> <p>(5) Applied in a working population of similar characteristics to the working population in which it was validated.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.4, 7.5</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
13.	Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment integrated into the occupational health and safety assessment referred to in NOM-030-STPS-2009?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.6		
14.	<p>Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment recorded in a report containing the following?</p> <p>(1) Data from the verified work center (name, address, main activity); (2) Objective; (3) Main activities carried out in the workplace; (4) Method used in accordance with section 7.4; (5) Results obtained in accordance with 7.4(4); (6) Conclusions; (7) Recommendations and intervention actions, if applicable; and (8) Data of the person responsible for the evaluation (full name and professional identification number, if applicable).</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.7		
15.	Are the results of the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment made available for consultation to workers?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.8		
16.	Are the identification and analysis of psychosocial risk factors and the evaluation of the organizational environment carried out at least every 2 years?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 7.9		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
17.	<p>For the prevention of psychosocial risk factors and workplace violence, as well as for the promotion of the favorable organizational environment, do work centers do the following?</p> <p>(1) Establish actions for the prevention of psychosocial risk factors that promote: social support, information dissemination, and training;</p> <p>(2) Have safe and confidential mechanisms for receiving complaints for practices opposed to the favorable organizational environment and for reporting acts of workplace violence; and</p> <p>(3) Perform actions that promote the sense of belonging of the workers to the organization, such as the training for proper execution of the tasks, the precise definition of responsibilities for the members of the organization, proactive participation and communication among its members, the adequate distribution of workloads with regular working hours in accordance with the Federal Labor Law, and the evaluation and recognition of performance.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.1</p>		
18.	<p>In relation to leadership and labor relations, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions for the management of conflicts at work, the distribution of work times, and the determination of priorities at work;</p> <p>(2) Guidelines to prohibit discrimination and promote equity and respect;</p> <p>(3) Mechanisms to encourage communication between supervisors or managers and workers;</p> <p>(4) Establish and disseminate clear instructions to workers for the attention of problems that prevent or limit the development of their work, when they arise; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2a</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	5) Training and awareness of manager and supervisors for the prevention of psychosocial risk factors and the promotion of favorable organizational environments.			
19.	<p>In relation to workloads, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Review and supervision that the distribution of the workload is carried out in an equitable manner and considers the number of workers, activities to be developed, scope of the activity, and training;</p> <p>2) Activities to plan the work, considering the productive process, so that there are necessary breaks or periods of rest, rotation of tasks and other measures necessary to avoid accelerated work rhythms; and</p> <p>3) Instructions or procedures that clearly define the tasks and responsibilities.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2b</p>		
20.	<p>In relation to work control, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Activities to involve workers in making decisions about the organization of their work and to participate in the improvement of working conditions and productivity provided that the production process allows it and have the experience and training for it;</p> <p>(2) Actions to agree and improve the margin of freedom and control over their work by the workers and the employer, and to encourage them to develop new skills or abilities, considering the limitations of the production process; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2c</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	(3) Meetings to address the areas of opportunity for improvement, in order to address the problems in the workplace and determine their solutions.			
21.	<p>In relation to social support, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Establish relationships between workers, supervisors, managers and employers so that they can obtain support from each other; 2) Conduct periodic meetings (semiannual or annual) to monitor the activities established for social support and, where appropriate, extraordinary meetings if events occur that put the health of the worker or the workplace at risk; 3) Promote mutual aid and the exchange of knowledge and experience among workers; and 4) Contribute to the promotion of cultural and sports activities among its workers and provide them with the essential equipment and supplies.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2d</p>		
22.	<p>In relation to work-family relationship balance, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions to involve workers in the definition of work schedules when work conditions permit; (2) Guidelines to establish measures and limits that avoid working hours higher than those provided for in the Federal Labor Law; (3) Support for workers, so that they can attend family emergencies; and</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2e</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	4) Promotion of family integration activities at work.			
23.	<p>In relation to recognition at work, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Recognize the outstanding performance (higher than expected) of workers; (2) Disseminate the achievements of outstanding workers; and (3) If applicable, express to the worker their development possibilities.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2f</p>		
24.	<p>In relation to the prevention of workplace violence, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Disseminate information to raise awareness about workplace violence to workers, managers and supervisors; 2) Establish procedures for action and monitoring to address problems related to workplace violence and train the person responsible for its implementation; and 3) Report on the manner in which acts of labor violence must be reported.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2g</p>		
25.	<p>In relation to the information and communication provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>(1) The employer, supervisor or immediate boss communicate directly and frequently with workers about any problem that prevents or delays the development of work;</p> <p>2) Changes in the organization or working conditions are disseminated among workers; and</p> <p>3) Workers can express their opinions on solving problems or improving the conditions of their work that allow them to improve their performance.</p>	<p>prevention, 2018, s. 8.2h</p>		
26.	<p>In relation to the training provided to workers, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Analyze the relationship training-assigned tasks;</p> <p>(2) Give workers the opportunity to indicate their training needs according to their activities; and</p> <p>(3) Perform an identification of training needs at least every two years and integrate the result into the training program.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2i</p>		
27.	<p>Where evaluations referred to in section 7.1-7.4 determine the need to develop control actions, are these implemented through a program that contains the following?</p> <p>(1) Work areas and/or workers subject to the program;</p> <p>(2) The type of actions and control measures to be taken;</p> <p>(3) The dates scheduled for its realization;</p> <p>(4) Control of the progress of the implementation of the program;</p> <p>(5) The post-application evaluation of the</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.3, 8.4</p>		

Mexico – NOM-035-STPS-2018 Checklist

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	control measures, if applicable; and (6) The person responsible for its execution.			
28.	Are actions carried out at the first, second, and third levels (i.e. organizational, group, individual)?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.5		
29.	Does the company comply with the provisions of the standard in accordance with the following compliance dates? (1) October 23, 2020 for sections 5.2, 5.3, 5.6, 5.8, 8.3, 8.4, 8.5, and 7; and (2) October 23, 2019 for all other sections.	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018		

Checklist for work centers with a Certificate of Compliance under NMX-R-025-SCFI-2015 in force

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
1.	Do work centers with a Certificate of Compliance under NMX-R- 025-SCFI-2015, in force, comply with the provisions of section 5.1b, 5.7d, 8.1b, 8.2a2, 8.2e, and 8.2g?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 2		
2.	<p>Has the employer established in writing, implemented, maintained, and disseminated in the workplace a psychosocial risk prevention policy that includes the prevention of workplace violence?</p> <p>Note: An example of a Psychosocial Risk Prevention Policy can be found in the standard under Reference Guide IV.</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.1b		
3.	Does the employer disseminate and provide information to workers about the mechanisms to present complaints for practices opposed to the favorable organizational environment and to report acts of labor violence?	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 5.7d		
4.	<p>Are workers aware that they have the following obligations?</p> <p>(1) Observe the prevention and, where appropriate, control measures provided by this Standard, as well as those established by the pattern to: control psychosocial risk factors, collaborate to have a favorable organizational environment and prevent acts of workplace violence;</p> <p>(2) Refrain from performing practices contrary to the favorable organizational environment and acts of workplace violence;</p>	NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 6		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
	<p>(3) Participate in the identification of psychosocial risk factors and, where appropriate, in the evaluation of the organizational environment.</p> <p>(4) Report on practices opposed to the favorable organizational environment and report acts of workplace violence , using the mechanisms established by the employer for this purpose and/or through the health and safety commission;</p> <p>(5) Inform the employer in writing directly, through preventive occupational health and safety services or the safety and hygiene commission if they have witnessed or suffered a severe traumatic event;</p> <p>(6) Participate in the information events provided by the employer; and</p> <p>(7) Undergo the medical examinations and psychological evaluations as determined by this Standard.</p>			
5.	<p>For the prevention of psychosocial risk factors and workplace violence, as well as for the promotion of the favorable organizational environment, do work centers have safe and confidential mechanisms for receiving complaints for practices opposed to the favorable organizational environment and for reporting acts of workplace violence?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.1b</p>		
6.	<p>In relation to leadership and labor relations, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include guidelines to prohibit discrimination and promote equity and respect?</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2a2</p>		

No.	Checklist Question	Regulatory Citation	Auditor Comments	Compliance
7.	<p>In relation to work-family relationship balance, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Actions to involve workers in the definition of work schedules when work conditions permit;</p> <p>(2) Guidelines to establish measures and limits that avoid working hours higher than those provided for in the Federal Labor Law;</p> <p>(3) Support for workers, so that they can attend family emergencies; and</p> <p>4) Promotion of family integration activities at work.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2e</p>		
8.	<p>In relation to the prevention of workplace violence, do the actions and programs for the prevention of psychosocial risk factors, the promotion of a favorable organizational environment and the prevention of workplace violence include the following?</p> <p>(1) Disseminate information to raise awareness about workplace violence to workers, managers and supervisors;</p> <p>2) Establish procedures for action and monitoring to address problems related to workplace violence and train the person responsible for its implementation; and</p> <p>3) Report on the manner in which acts of labor violence must be reported.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018, s. 8.2g</p>		
9.	<p>Does the company comply with the provisions of the standard in accordance with the following compliance dates?</p> <p>(1) October 23, 2020 for sections 5.2, 5.3, 5.6, 5.8, 8.3, 8.4, 8.5, and 7; and</p> <p>(2) October 23, 2019 for all other sections.</p>	<p>NOM-035-STPS-2018, Psychosocial risk factors at work - Identification, analysis and prevention, 2018</p>		