

# Occupational Stress Policy



## Introduction:

Blackwood Plant Hire Ltd (BPH) are committed to protecting the health, safety and welfare of our employees. We recognise that workplace stress is a health and safety issue and acknowledge the importance of identifying and reducing workplace stressors.

## Scope:

This policy will apply to all BPH employees.

## Responsibilities:

The Managing Director will ensure that processes and resources are in place to avoid BPH employees from being exposed to unnecessary workplace stressors. Functional Managers are responsible for implementation of Policy requirements.

## Definition:

The Health and Safety Executive define stress as "the adverse reaction people have to excessive pressure or other types of demand placed on them". This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to health.

## Policy

- The company will identify all workplace stressors and assess the risks and the controls necessary to eliminate unacceptable stressors.
- The company will provide advice to managers and supervisory staff in good management practices.
- The company will provide confidential counselling for staff affected by stress caused by either work or external factors.
- The company will provide adequate resources to enable managers to implement the company's agreed stress management strategy.

## Managers

- Conduct and implement recommendations of risks assessments within their role.
- Ensure good communication between management and staff, particularly where there are organisational and procedural changes.
- Ensure staff are fully trained to discharge their duties.
- Monitor workloads to ensure that people are not overloaded.
- Monitor working hours and overtime to ensure that staff are not overworking.
- Monitor holidays to ensure that staff are taking their full entitlement.
- Ensure that bullying and harassment is not tolerated.
- Be vigilant and offer additional support to a member of staff who is experiencing stress outside work e.g. bereavement or separation.

## Human Resources

- Give guidance to managers on the stress policy.
- Help monitor the effectiveness of measures to address stress by collating sickness absence statistics.
- Advise managers and individuals on training requirements.
- Provide support to managers and individuals and encourage referral to occupational health practitioners where appropriate.

## Employees

- Raise issues of concern with your line manager
- Accept opportunities for counselling when recommended.

## Signed:

A handwritten signature in black ink, appearing to read 'P McCormack'.

P McCormack  
Managing Director:

Date: 01 March 2022