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# Occupational Stress and Health Policy

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Signed,

**Andrew Nevins**

DIRECTOR & OPERATIONS  
MANAGER



**S**tress is defined as an adverse reaction a person has to excessive pressures or other demands placed upon them. GUTA Engineering, Ltd. is committed to protecting the health, safety and welfare of employees. We recognise that workplace stress is a health and safety issue and acknowledges the importance of identifying and reducing workplace stressors.

**Section 1.2** Tackling personal stress is an individual's responsibility; however, GUTA has a responsibility to:

- understand the concept of work-related stress.
- identify workplace stressors and conduct risk assessments to eliminate stress or control the risks from stress.
- help reduce undue stress which may arise as a result of work.
- ensure employees are not harmed by work-related stress.
- promote management practices and a culture that protects employees psychological health.

## Managers

Section 2.1 Managers have a responsibility to:

- conduct and implement recommendations of risks assessments.
- ensure good communication.
- monitor work in general

## Health & Safety and Occupational Health & Wellbeing Personnel

Section 3.1 These individuals have a responsibility to:

- provide specialist advice and awareness training on stress.
- train and support managers in implementing stress risk assessments.
- support individuals who are suffering the effects of stress.
- inform the company of any changes and developments in the field of stress at work

## Human Resources

Section 4.1 The Human Resources Department has a responsibility to:

- monitor the effectiveness of measures to address stress by collating sickness absence statistics.
- advise managers and individuals on training requirements.

## Employees

Section 5.1 Employees have a responsibility to:

- raise issues of concern with the line manager, Occupational Health and Wellbeing personnel, or the HR Department.

## Risk Assessment

Section 6.1 The key factors associated with stress fall into six key areas relating to:

- demands of the job,
- control at work,
- support at work,
- relationships,
- individual roles and
- change.

## Individual Differences

**Section 7.1** Individuals who have a past history of mental health problems may be more susceptible to stress. Managers need to be aware of personal circumstances when dealing with individuals especially after bereavement and separation.

## Health Monitoring

**Section 8.1** GUTA Engineering, Ltd. commits to implementing a body of health-monitoring strategies to record instances of work-related ill health and numbers (not names) of work-related stress instances and stress risk assessments. These will be collected on a quarterly basis by Occupational Health and Wellbeing personnel for reporting to Senior Management.

## Supporting Documents

**Section 9.1** Supporting documents for this policy include *Stress Risk Assessment and Guidance*, the *Manager's Guide* and the *Employees' Guide*.