



## SlimDril Stress Policy

### Introduction

We 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.

This policy will apply to everyone in the company. Managers are responsible for implementation and the company is responsible for providing the necessary resources.

### Definition of Stress

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 is detrimental to health.

### Policy

- The company will identify all workplace stressors and conduct risk assessments to eliminate stress or control the risk from stress. These risk assessments will be regularly reviewed.
- The company will provide training for all managers and supervisory staff in good management practices.
- The company will provide confidential counselling for staff affected by stress caused by work.
- The company will provide adequate resources to enable managers to implement the company's agreed management strategy.

### Responsibilities

#### Managers

- Conduct and implement recommendations of risk assessments within their jurisdiction.
- Ensure good communication between management and staff, particularly where there are organisational and procedural changes.
- Ensure staff are fully trained to discharge their duties.
- Ensure staff are provided with meaningful development opportunities.
- 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.
- Take training in a good health and safety management.
- Ensure that bullying and harassment is not tolerated within the company.

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- Be vigilant and offer additional support to a member of staff who is experiencing stress outside work e.g. bereavement or separation.

**Employees**

- Raise issues of concern with supervisors or managers.
- Accept opportunities for counselling when recommended.
- Attend team and Health and Safety meeting when requested.

Signed:

Date:

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