



Stress Management Policy

Stress in the Workplace

Beagle Engineering Ltd is aware of Work Related Stress problems & the potential harm to an employee's health that can be attributed to the "adverse reaction people have to excessive pressures or other types of demand placed on them"

Reasonable pressure & challenge can be stimulating & motivating, however everyone can experience work related stress. It is not an illness but a natural & distressing reaction to demands or 'pressures' that a person perceives which they cannot cope with at a given time & if prolonged can lead to problems with health.

To enable managers & supervisors to fulfil their responsibilities & take appropriate action in instances of excessive & sustained work-related stress brought to their attention, they should be aware of the symptoms & effects listed below:

Symptoms of Stress

While each individual's response to stress is unique, some common symptoms are discernible, displaying some of these symptoms does not automatically indicate that a person is experiencing stress, but they point to such a possibility:

- Behavioural: absenteeism, withdrawal, hostility, excessive eating, drinking or smoking, poor concentration or being too busy to relax
- Emotional: loss of confidence, lack of self esteem, anxiety, frustration, anger & apathy
- Physical: difficulties in sleeping, frequent & unspecified aches & pains & digestive problems

Effects of Stress in the Workplace

- An individual's stress can be detrimental to them & adversely affect the efficiency, image & costs of an area
- The knock-on effect on other employees can be considerable & can in turn, increase their stress levels
- Morale & health tend to suffer, resulting in inefficiency, poor relationships, sickness absences & staff turnover

Policy Statement

- Beagle Engineering Ltd recognises that its staff are its most valuable asset & that only through their personal & professional development, in a healthy & safe working environment, can they be encouraged to contribute fully to the company in the achievement of its strategic aims
- Whilst it has no control over external factors, as a good employer it wishes to promote the physical, psychological & social well-being of all its employees
- It is committed to ensuring, "as far as is reasonably practicable", that no member of staff is subjected to an excessive & sustained level of reasonably foreseeable work-related stress that is detrimental to their health
- Employees perceived to be suffering from excessive & sustained levels of work related stress will be treated in accordance with this Policy. The needs of people with disabilities will be given particular consideration

Objectives of the Policy

Beagle Engineering Ltd aims to help understand the phenomenon of work-related stress & put in place both preventative & reactive measures including:

- Promoting a culture of encouragement, participation & open communication
- Increasing awareness of this phenomenon & the methods available to combat it
- Assisting staff in managing stress in themselves & in others
- Providing appropriate & confidential support for those who are experiencing stress in the workplace & make every effort to minimise this

Responsibilities of Employees

- Employees have a responsibility to take reasonably practicable steps to minimise their own stress levels & those of their fellow workers who may be affected by their acts or omissions
- They also have a legal responsibility to comply with the Health and Safety at Work legislation & other statutory regulations to take reasonable care of their health & safety & that of other persons with whom they work
- Management is neither expected nor presumed to have specialist knowledge in this area so employees should, therefore, draw the attention of management to any concerns about work-related stress which might present a health hazard to themselves or other persons

Signed: _____

(Mark Bloor - Managing Director)

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