



WORKPLACE MENTAL HEALTH AND WELLBEING POLICY

JLES recognises that mental health problems and stress can affect anyone regardless of their position and is an organisational issue that we have a responsibility to address. This policy applies equally to all employees and is designed to complement JLES existing policies.

JLES is responsible for providing the necessary resources to enable Senior Management to implement this policy.

In undertaking its duties with regards to Mental Health and Wellbeing JLES aim to:

- Reduce the stigma around mental ill-health.
- Positively promote and safeguard the mental health and wellbeing of its employees and prevent stress by promoting a supportive workplace culture based on trust, support and mutual respect, where employees' can talk openly about their mental health and report difficulties without fear of discrimination or reprisal.
- Create an environment that supports and encourages good mental health amongst our employees.
- Ensure that managers are equipped to appropriately respond to disclosures which supports JLES commitment to mental health and wellbeing.
- Provide appropriate support for all employees suffering from mental health and associated problems.
- Identify workplace stressors through measures such as the HSE Stress management standards to eliminate or control the risks from stress.
- Educate the workforce about advantages of good mental well-being and its influence over the quality of working and personal life.
- Reduce the levels of absence as a result of increased health mental wellbeing amongst employees.
- Demonstrate that the workforce is valued, and the work-life balance is respected by the support of good mental health and physical activity initiatives led by the company.
- Evolve job design and equipment to remove mental health risks in the workplace wherever possible.
- Eliminate from the workplace, things which can have a detrimental effect on our employees' wellbeing.
Examples of these are:
 - Bullying
 - Harassment
 - Discrimination (sexual, religious, disability, ethnicity & political)
 - Victimisation
- Ensure appropriate arrangements are in place for the effective review and revision of this policy statement as necessary on an annual basis.
- Provide support for managers to ensure they are dealing appropriately with issues and maintaining their own mental health and wellbeing.
- Provide adequate resources to enable managers to implement the company's agreed mental health and wellbeing management policy.

Signed

A handwritten signature in black ink, appearing to read "Paul", is written over a horizontal line.

For and on behalf of JLES Group Limited
Paul Tomlinson
Director

Date

24th July 2020

Review Date

July 2021