PSYCHOSOCIAL POLICY

1. Purpose
The purpose of this policy is to promote a supportive and healthy work environment that recognizes the importance of psychosocial well-being among all employees. This policy aims to prevent psychosocial risks and provide resources for mental health support where required.

2. Scope
This policy applies to all employees, contractors, and visitors within Relocatables.

3. Definitions

- **Psychosocial Risks:** Factors that can affect employees' mental health, including work-related stress, bullying, harassment, and work-life imbalance.
- **Well-being:** A state of mental, emotional, and social health that affects how we think, feel, and act.

4. Policy Statement
Relocatables is committed to fostering a workplace that supports the psychosocial health of all employees. We recognize that a positive work environment enhances productivity, engagement, and overall well-being.

5. Responsibilities

- **Management:**
    - Promote a culture of open communication regarding mental health.
    - Provide training to identify and manage psychosocial risks.
    - Ensure resources are available for employees seeking support.
- **Employees:**
    - Foster a respectful and supportive workplace.
    - Report any concerns regarding psychosocial risks or mental health issues to management.

6. Prevention and Support Measures

- Conduct regular assessments to identify psychosocial risks.
- Implement stress management programs and workshops.
- Provide access to Employee Assistance Programs (EAPs) and mental health resources.
- Encourage regular breaks and promote work-life balance.

7. Reporting and Response
Employees are encouraged to report any psychosocial risks or issues they encounter. Reports can be made confidentially to Director or Administration Manager. All reports will be taken seriously and addressed promptly.

8. Review and Evaluation
This policy will be reviewed annually to ensure its effectiveness and relevance. Feedback from employees will be solicited to make necessary improvements.

9. Communication
This policy will be communicated to all employees and will be made accessible through the Employee Handbook.

10. Compliance
Non-compliance with this policy may result in disciplinary action, in line with Relocatables disciplinary procedures.

Approved by Cameron Mackenzie

CEO/Managing Director
24/06/2025