



CHAMBERS

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Mental Health & Wellbeing Policy

Purpose

The purpose of this policy is for Chambers Southern Ltd to establish, promote and maintain the mental health and wellbeing of all staff through the workplace practices, and encourage staff to take responsibility for their own mental health and wellbeing.

Chambers Southern Ltd believes that the mental health and wellbeing of our staff is key to organisational success and sustainability.

Goals

Chambers Southern Ltd:

- To build and maintain a workplace environment and culture that supports mental health and wellbeing and prevents discrimination (including bullying and harassment).
- To increase employment knowledge and awareness of mental health and wellbeing issues and behaviours.
- To reduce stigma around depression and anxiety in the workplace
- To facilitate employee's active participation in a range of initiatives that support mental health and wellbeing.

Scope

This policy applies to all employees of Chambers Southern Ltd, including contractors and casual staff.

Chambers Southern Ltd are primarily responsible for communicating this policy and overseeing its implementation.

Responsibility

All employees are encouraged to:

- Understand this policy and seek clarification from management where required.
- Consider this policy while completing work-related duties and at any time while representing Chambers Southern Ltd.
- Support fellow workers in their awareness of this policy
- Support and contribute to Chambers Southern Ltd.'s aim of providing a mentally healthy and supportive environment for all workers.





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All employees have a responsibility to:

- Take reasonable care of their own mental health and wellbeing, including physical health.
- Take reasonable care that their actions do not affect the health and safety of other people in the workplace.

Managers have a responsibility to:

- Ensure that all workers are made aware of this policy
- Actively support and contribute to the implementation of this policy, including its goals and manage the implementation and review of this policy.

Open Communication and Support

Chambers Southern Ltd will ensure that:

- All employees receive a copy of this policy during the induction process.
- This policy is easily accessible by all members of the organisation
- Employees are informed when an activity aligns with this policy
- Employees are empowered to actively contribute and provide feedback to this policy
- Employees are notified of all changes to this policy.

Chambers Southern want to actively support employees who are at risk of facing mental health issues.

Often, it is easier to reach out to a colleague instead of a supervisor or HR. We encourage co-workers to support one another when needed.

Job Related Issues

Issues related to work, compensation, job insecurity and work-life balance can heavily burden our employees. In these cases, we encourage our employees to speak to our mental health first aiders about how to handle their individual situations better.

Additionally, we encourage open communication between employees, contractors and managers. If employees have a work-related problem, they should speak to their managers. Managers are in turn obliged to listen to their employees and should search for a mutually satisfying solution together.

Evaluating outcomes

This policy's provisions are not restrictive. We will test its elements to find out what works and what doesn't. HR should continuously research mental health topics and evaluate the results of our policy with managers' help.





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To develop, revise and establish this policy, we need everyone's help. We can all work together to define mental health issues, their causes and seek or offer help when needed. We encourage employees to share their ideas and concerns.

Monitoring and review

Chambers Southern Ltd will review this policy 12 months after implementation and annually thereafter.

Effectiveness of the policy will be assessed through:

- Feedback from workers and management
- Review of the policy by management and employees to determine if objective have been met and to identify barriers and enablers to ongoing policy implementations.

Chambers Southern Ltd

17th February 2022

Reviewed: 5th January 2023

