



## **STRESS AND FATIGUE POLICY**

### **AIM**

At QSD we intend to provide and maintain a working environment that protects the health, safety and well-being of our employees.

### **BACKGROUND**

We appreciate that due to client deadlines, the workload and workplace dynamics that stress can occur in the workplace. Everyone responds to stress differently. Excess stress can result in lower team morale, increased absenteeism, decreased productivity and increased accident rates. Therefore the way stress is dealt with is important. The most effective way of dealing with occupational stress is through open, honest communication with fellow employees and management.

### **POLICY**

At QSD we commit to being open and approachable with employees.

We will adopt a positive risk management approach to occupational stress. Our approach will be to identify potential stressors, assess their effect, develop and implement suitable controls and we will review those controls to determine their effectiveness.

We will investigate workplace accidents or incidents to determine if employee fatigue is a factor.

We will look at absenteeism rates amongst our employees' and look for uncharacteristic behaviour, which can suggest employee stress.

We will encourage employees to participate in assessing their work situations, methods and pace of work.

If conflict arises positive steps will be taken to facilitate a resolution.

Stress and Fatigue Policy

Policy Date: 2008 – Policy Review Date: 2013

Note: All QSD Policies and Plans are ongoing and may be reviewed at any time during this period.