

Handy Rubbish Work-Related Stress Policy



Company Number: 14314389

Trading Name: Handy Rubbish (AM ONE LONDON LTD)

Registered Office: Unit 19, 1–13 Adler Street, London, England, E1 1EG

Website: www.handyrubbish.co.uk

Effective Date: 01 January 2025

Valid Until: 01 January 2030

Review Cycle: Reviewed annually to ensure compliance with current Health & Safety legislation and industry best practice.

1. Introduction

Handy Rubbish recognises that employee well-being is critical to both individual performance and business success. We are committed to identifying, managing, and reducing **work-related stress risks**, with particular attention to employees working alone in office or field environments.

This policy is designed to promote a **safe, supportive, and open workplace culture** that enables staff to raise concerns without stigma and ensures appropriate support mechanisms are in place.

2. Policy Scope and Objectives

This policy applies to **all employees, contractors, and office staff**, with a specific focus on lone workers who may face unique challenges. Our objectives are to:

- Improve overall employee well-being and resilience.
- Minimise stress factors linked to workload, isolation, or unclear responsibilities.
- Provide timely access to support resources and reasonable workplace adjustments.

3. Responsibilities

- The **Managing Director** holds overall responsibility for implementation and compliance.
- **Line Managers** must remain alert to early signs of stress and respond promptly.
- **Employees** are encouraged to raise stress-related concerns without fear of discrimination or reprisal.

4. Common Stress Risk Factors

Handy Rubbish acknowledges that workplace stress may arise from:

- Excessive workload or unrealistic deadlines.
- Lack of autonomy or limited decision-making powers.
- Working alone without immediate access to management or peer support.
- Poor communication or unclear expectations.

5. Prevention & Support Measures

Handy Rubbish is committed to proactive support through:

- Access to confidential support services, including third-party counselling resources.
- Regular one-to-one meetings, supervision sessions, and performance reviews.
- An **open-door policy**, encouraging staff to speak directly with management at any time.
- Flexible work arrangements and role adjustments where appropriate to reduce stress risks.

6. Reporting & Investigation

Employees experiencing stress should:

- Report concerns to their line manager or the Managing Director.
- Request a one-to-one discussion to explore causes and potential solutions.

Management will:

- Conduct a **confidential review** of reported issues.
- Make reasonable workplace adjustments (e.g. workload redistribution, schedule flexibility).
- Provide access to counselling or other appropriate support.
- Monitor the situation with follow-up discussions to ensure improvements are effective.

7. Review & Monitoring

- This policy will be **reviewed twice per year** to remain effective and aligned with evolving workplace health and safety guidance.
- Employee feedback, absence records, and performance data will be monitored to identify stress patterns and areas for improvement.

8. Conclusion

Handy Rubbish is committed to creating a workplace where employees feel supported, valued, and safe to raise concerns. By embedding this policy into our operations, we aim to **reduce workplace stress, protect mental health, and maintain a high standard of well-being** across our workforce.

Signed:

Position: Managing Director

Handy Rubbish is a trading name of **AM ONE LONDON LIMITED** (Reg. No. 14314397).
Registered Office: Unit 19, 1–13 Adler Street, London, E1 1EG.