



Junkwize Ltd

Company Number: 08222250

**Unit 5 Windsor Park
50 Windsor Avenue
Wimbledon, SW19 2TJ
Junkwize.com**

Work-Related Stress Policy

1. Introduction

Junkwize Ltd recognizes the importance of employee well-being and is committed to identifying and mitigating work-related stress, particularly for lone office workers. This policy outlines our approach to managing stress and providing necessary support.

2. Policy Scope and Objectives

This policy applies to all employees, with a particular focus on office lone workers. Our objectives are:

- To improve the well-being of lone office workers.
- To minimize stress factors associated with working alone.
- To provide appropriate support and resources for employees experiencing stress.

3. Responsibilities

- The Managing Director, Alessandro Maccioni, is responsible for overseeing the implementation and adherence to this policy.
- Line managers must recognize and address signs of stress in their teams.
- Employees are encouraged to report stress-related concerns as soon as they arise.

4. Stress Risk Factors

Junkwize Ltd has identified the following common sources of stress in the workplace:

- High workload and pressure.
- Lack of control over tasks or decision-making processes.
- Working alone without immediate access to support.

5. Prevention and Support Measures

- Junkwize Ltd is a signatory of the **Mindful Employer Scheme**, which offers a **24/7 support helpline** for employees.
- Employees have access to **on-demand one-to-one meetings** with management and formal **performance reviews** to discuss concerns.
- The company promotes an open-door policy, encouraging employees to communicate any stress-related issues.



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6. Reporting and Investigation

Employees experiencing work-related stress should:

- Report concerns to their direct manager or the Managing Director.
- Request a one-to-one discussion to outline their concerns and potential solutions.

Upon receiving a report, the company will:

- Conduct a confidential review of the reported issue.
- Assess potential adjustments to workload, working conditions, or job roles.
- Provide access to appropriate support resources, such as counseling or flexible work arrangements.
- Ensure follow-up discussions to monitor the employee's well-being and effectiveness of implemented measures.

7. Review and Monitoring

- This policy will be reviewed and updated **twice per year** to ensure its continued effectiveness.
- The **Managing Director and Compliance Manager** will oversee compliance and assess effectiveness through employee feedback and performance data.

8. Conclusion

Junkwize Ltd is committed to fostering a supportive work environment where employees can openly discuss stress-related concerns and access necessary support. By implementing this policy, we aim to reduce workplace stress and enhance overall employee well-being.