	Document No.	Issue No	Title	Author	Approval Date
	FEI.POL.1.15	1	MENTAL HEALTH, STRESS & WELLBEING POLICY	CR	15/03/2024

MENTAL HEALTH, STRESS & WELLBEING POLICY

At FEI Foods, we recognise the importance of mental health and wellbeing for our employees. We are committed to creating a supportive work environment where employees feel valued, respected, and supported in managing their mental health. This policy outlines our commitment to promoting mental health awareness, providing support services, and fostering a culture of wellbeing within our business.

- **Leadership Commitment:** We are dedicated to creating a workplace that values the health and wellbeing of our employees. As leaders, we will lead by example by prioritising our own mental health and wellbeing. We understand that self-care is essential for effective leadership and commit to modelling healthy behaviours and boundaries.
- **Management team:** Managers are responsible for creating a supportive work environment, addressing concerns related to mental health & stress, and facilitating access to support services for their team members. This includes listening without judgment, providing encouragement and resources, and offering flexibility and accommodations when needed, whilst championing mental health, stress and wellbeing initiatives within the organisation.
- **Employees:** Are encouraged to prioritise their mental health, stress, physical health and wellbeing, and seek support when needed. Also to participate in mental health awareness programs and utilise available resources. Employees are encouraged to take regular breaks, utilise their holiday, and maintain boundaries between work and personal life.
- **Mental Health Awareness and Education:** FEI Foods will provide information and educational programs to raise awareness about mental health issue and stress, including signs and symptoms, coping strategies, and available resources. Our position is to provide materials and resources will be made available to all employees through various channels, including online, face to face workshops, and guest speakers. We will ensure that we support our employees with trained mental health first aiders.
- **Employee Assistance Programme:** FEI Foods will provide confidential support services for employees experiencing mental health challenges. This may include access to counselling services, employee assistance programs (EAP), and mental health hotlines. Employees will be provided with information on how to access these support services and will be assured of confidentiality and non-discrimination.
- **Working arrangements:** We recognise the importance of work-life balance in maintaining good mental health and stress management. Where possible, flexible work arrangements such will be considered to accommodate employees' needs. Managers will work with employees to explore and implement appropriate flexible work arrangements on a case-by-case basis based on our manufacturing operations.
- **Wellness Initiatives:** We promote wellness initiatives aimed at enhancing employees' mental and physical wellbeing. This may include offering discounted gym memberships, organising recreational activities, or providing access to mindfulness and stress-reduction programs.
- **Monitoring and Evaluation:** - We will regularly monitor and evaluate the effectiveness of this policy and related initiatives in promoting mental health and wellbeing. Feedback from employees will be sought through staff engagement surveys, focus groups, manager one to one's or other feedback mechanisms to assess the impact of the policy and identify areas for improvement.
- **Confidentiality and Non-Discrimination:** All discussions related Mental Health and stress management are treated with confidentiality and respect.

Commitment, motivation, and involvement of each employee from the top down is the guarantee for the success of this policy.

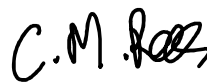
Signed:



Simon Lewis
Managing Director

Date: 15/03/2024

Signed:



Christian Rees
Operations Director

Date: 15/03/2024