



## Confined Space Group Ltd

### 2.1 CSG Ltd Mental Health & Wellbeing Policy

ISSUE	AMENDMENT	DATE	INITIALS
V1	First version of the business CSG MS	Sept 2024	TB & SDE

This policy will be reviewed 5 yearly or in the event of any change to business procedure or change to legislation.

#### Purpose

Confined Space Group Ltd (CSG) is committed to promoting and protecting the mental health and well-being of all employees/associates. This policy outlines the company's approach to mental health, ensuring compliance with relevant legislation and providing a supportive work environment.

#### Scope

This policy applies to all employees, contractors, and volunteers working at CSG. It covers mental health awareness, support, and procedures for addressing mental health issues in the workplace.

#### Legislative Framework

This policy is in accordance with the following legislation:

- Health and Safety at Work Act 1974: Employers have a duty to ensure the health, safety, and welfare of their employees.
- Equality Act 2010: Protects individuals from discrimination, including those with mental health conditions, and requires reasonable adjustments to be made.
- Employment Rights Act 1996: Provides employees with rights regarding unfair dismissal, which includes protections related to mental health issues.
- Management of Health and Safety at Work Regulations 1999: Requires employers to assess and manage risks to their employees' health, including mental health risks.

#### Policy Principles

1. Commitment to Mental Health: CSG is committed to promoting mental health awareness, preventing work-related stress, and supporting employees/associates with mental health conditions.
2. Non-Discrimination: CSG will not tolerate discrimination, bullying, or harassment of anyone representing CSG with mental health conditions. All persons will be treated with dignity and respect.
3. Confidentiality: Information regarding an employee's/associates mental health condition will be treated confidentially and shared only with necessary personnel, with the employee's consent.
4. Support and Resources: CSG will provide resources and support to employees/associates experiencing mental health issues. This includes access to Employee Assistance Programs (EAP), counselling services, and mental health training.
5. Reasonable Adjustments: CSG will make reasonable adjustments to work conditions and environments to support employees/associates with mental health conditions, as required by the Equality Act 2010.



## Confined Space Group Ltd

---

### Procedures

1. Raising Awareness:
  - Regular training on mental health awareness.
  - Promotion of mental health resources and support services.
2. Identifying and Assessing Risks:
  - Regular risk assessments to identify potential work-related stressors and mental health risks.
  - Implementation of measures to mitigate identified risks.
3. Supporting Employees:
  - Encourage open dialogue about mental health without stigma.
  - Provide access to confidential counselling and mental health support services.
  - Offer flexible working arrangements where possible to support employees'/associates mental health needs.
4. Managing Mental Health Issues:
  - Clear procedures for employees/associates to report mental health concerns.
  - Training for managers to recognize and appropriately respond to mental health issues.
  - Early intervention and support for employees/associates experiencing mental health problems.
5. Monitoring and Review:
  - Regular review of the mental health policy and procedures to ensure effectiveness.
  - Employee feedback to inform improvements in mental health support.

### Responsibilities

Senior Management: Ensure compliance with legislation, allocate resources for mental health initiatives, and promote a positive mental health culture.

Line Managers: Support employees, identify early signs of mental health issues, and implement reasonable adjustments.

-Employees/Associates: Take responsibility for their own mental health, seek support when needed, and support colleagues.

CSG is dedicated to fostering a work environment that supports mental health and well-being. By adhering to this policy, we aim to create a supportive, inclusive, and productive workplace for all employees.

### Authorisation

Policy Adopted and Agreed for Confined Space Group Ltd:

Signed:

Tony Bowman.  
Managing Director.

September 2024