

4. Healthy Workplace Policy (Sample)

Policy: **Healthy Workplace Policy**

Policy #:

Approved by:

Effective:

Revised:

PREAMBLE: (Company name) believes that our employees are our most valued assets. We are committed to maintaining a safe and healthy work environment and this is a shared responsibility of all employees at (company name).

We recognize that the individual health practices of our employees' impacts our organization just as our organization impacts their health. Therefore, we seek to enhance the health of our employees, create a positive work environment and enable all employees to develop to their fullest potential. This fosters a healthy workplace culture with improved morale, increased productivity and enhanced work-life-family balance for all.

POLICY:

This policy ensures the provision of a safe and healthy work environment within a culture where all employees feel secure and are supported in making healthy lifestyle choices that result in personal, intellectual and professional growth.

SCOPE: This policy applies to all employees and volunteers of (company name).

PROCEDURE:

A Healthy Workplace committee will be developed and will include representation from management, union, each department, and Human Resources.

The committee will assess our employee wellness needs by surveying employees.

The committee will develop a plan for wellness initiatives to address the needs of the employees revealed through the survey.

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The committee will use various methods to communicate wellness initiatives that enhance employee well-being.

The committee will implement and evaluate initiatives

The committee will revise plans as needed to ensure a sustainable program

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