

## Business Modelling Applications Stress Management Policy

Stress is defined as “the adverse reaction people have to excessive pressure or other types of demand placed on them” (HSE), and Business Modelling Applications Ltd recognises that work-related stress can affect mental and physical health, and that work-related stress is a significant well-being issue.

Through the application of this policy, Business Modelling Applications Ltd is committed to the identification and reduction of workplace stress factors, notably:

- The identification of all workplace stressors, and where deemed to be significant, conduct risk assessments to eliminate or control stress, and review such risk assessments regularly;
- To consult with employees on all proposed actions relating to the prevention of stress;
- Provision of access to confidential counselling for employees affected by stress, where this has been caused by work or work-related factors;
- Providing training in good management practices, where identified as being required;
- Encouraging a culture that recognises that stress is not a weakness.

### Roles and Responsibilities

Business Modelling Applications Ltd’s Management Team shall ensure:

- Risk assessments are performed, and controls implemented, where deemed necessary;
- Effective communication is performed with employees, particularly relating to major changes relating to the organisation;
- Harassment and bullying does not occur within the organisation;
- Workloads are monitored to ensure employees are not overloaded with work;
- Employees are encouraged to take their full entitlement of holidays, take sufficient rest periods during the working day and, where out-of-hours working is required, are provided with sufficient rest time before commencing work activities again;
- Training in good management practices is provided where identified as being required;
- All employees are fully competent to perform their roles effectively, and have access to appropriate sources of information relating to stress;
- Confidential counselling is available to employees experiencing work-related stress;
- Persons performing lone working activities follow Business Modelling Applications Ltd’s lone worker procedure, and are provided with appropriate support where required;
- They have access to suitable and sufficient advice and guidance relating to stress.

All employees of Business Modelling Applications Ltd shall:

- Attend preventative stress management sessions, where requested to do so;
- Recognise the signs of stress in themselves and others, and how to minimise stress;
- Report any issues of concern to their line manager;
- Accept opportunities for counselling, where deemed to be of benefit to them.

*Richard Martin*

**Richard Martin**  
**Chief Technology Officer**

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Next Review Due: July 2025