

Mental Health & Wellbeing Policy Statement

VITRUVIUS

Vitruvius Management Services Limited provides Specialist Project, Commercial and Construction Management Services and is committed to the protection and promotion of the mental health and wellbeing of all staff will comply with the Mental Health Act 1983, the Mental Capacity Act 2005 and best practice guidelines.

We shall continuously strive to improve the mental health environment and culture of the organisation by identifying, eliminating, or minimising all harmful processes, procedures and behaviours that may cause psychological harm or illness to our employees, and as far as is reasonably practicable, to promote mental health throughout the organisation by establishing and maintaining processes that enhance mental health and wellbeing, with our main objectives being to:

- Reduce discrimination and stigma by increasing awareness and understanding
- Give employees information on and increase their awareness of mental wellbeing.
- Provide systems that encourage predictable working hours, reasonable workloads and flexible working practices where appropriate.
- Ensure all staff have clearly defined job descriptions, objectives and responsibilities and provide them with good management support, appropriate training and adequate resources to do their job.
- Ensure a physical environment that is supportive of mental health and wellbeing including a sound, ergonomically designed workstation or working situation with appropriate lighting, noise levels, heating, ventilation and adequate facilities for rest breaks.
- Manage conflict effectively and ensure the workplace is free from bullying and harassment, discrimination and racism.
- Ensure a physical environment that is supportive of mental health and wellbeing including a sound, ergonomically designed workstation or working situation with appropriate lighting, noise levels, heating, ventilation and adequate facilities for rest breaks.
- Ensure individuals suffering from mental health problems are treated fairly and consistently.
- Promote a culture based on trust, confidentiality, support and mutual respect, which will allow employees with mental health problems to be able to report difficulties without fear of discrimination or reprisal.

This policy has been established, agreed and endorsed by the Directors of Vitruvius Management Services Limited.

Vitruvius Management Services Ltd

Dated: 9th January 2023

Issue No. 2