

# Work Ability and Well-Being

► The health, well-being and work ability of employees is affected by the working conditions, arrangements and atmosphere in the workplace.

Company:	Group/assessor:
Object of assessment:	Date:

Assess the health and well-being of your company's employees, first individually and then in joint discussion. The assessment indicators are: yes=satisfactory, no=action required e.g. examination or control measures. Use the Risk Management Control Measures Summary Sheet (included in the Toolkit) to record all the issues that require examination or control measures. Think about the causes of the hazards, consequences, required control measures and the responsibilities for implementation.

## Prerequisites for job satisfaction

	Yes	No	Does not concern us
Is the work safe?(so that it doesn't endanger an employee's physical or mental health)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the workload suitably allocated? (not too much and not too little)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are work tasks varied and challenging?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do employees have a say in how their work is done?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees sufficiently well-informed and do they have the skills to succeed in their work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do employees get constructive feedback and praise as appropriate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is it possible to keep contact with other employees when working?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Health and fitness of personnel

	Yes	No	Does not concern us
Is sickness absence being managed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is work-related stress <sup>1</sup> under control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have all hazards that threaten employee health been identified and controlled?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is employee workload monitored?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you checked that all employees are fit to do the work expected of them?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the health of all employees such that they can do their work to the required standard, without struggling?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees encouraged to adopt healthy lifestyles? (exercise, diet, not smoking and sensible drinking.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



## Maintenance of health and well-being

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	Yes	No	Does not concern us
Is there an implementation plan for maintaining and developing employee work ability?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the health of employees regularly checked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is health-related advice available to employees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have possibilities for rehabilitation been considered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you considered providing private health cover to employees?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there opportunities for employees to keep fit or improve their fitness (voluntary or guided exercise, exercise during breaks, financial support)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the company have organised exercise events?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the company provide facilities (changing rooms, showers, etc.) so that employees can cycle or jog/run to and from work if they wish?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can employees participate in the planning of activities related to the maintenance and development of work ability?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> See also 'OSH Risks', 'Work Community' and 'Violence at Work' (work cards): 'Stress Management', and 'Violence at Work' (info cards).