WorkHealth WorkSafe VICTORIA

Healthy Workplace Kit

Your guide to implementing health and wellbeing programs at work

Health and wellbeing mission statement and policy (sample)

The following is an example of a mission statement that your organisation could use as part of your workplace health and wellbeing program:

Health and wellbeing mission statement and policy (sample)
Mission statement example
'To create a workplace environment where the health and wellbeing of employees is highly valued. Our workplace environment encourages and supports employees to maintain or adopt healthy lifestyles.' One of the first tasks of the health and wellbeing champion or committee (e.g. the OHS committee) would be to create a policy that is supported by senior management within the organisation. Once signed, this policy becomes the key foundation to progressing your program. All employees should then be made aware of the policy and its intent. The policy may become part of your existing occupational health and safety manual and the organisation's induction process.
Policy objectives example
▪ To raise awareness within the workplace about issues that impact on health and wellbeing, including the health benefits of physical activity and healthy eating ▪ To promote a positive and equitable workplace environment where mental health and wellbeing is supported ▪ To promote and encourage participation in workplace health and wellbeing initiatives within and outside the workplace ▪ To educate employees about issues relating to health and wellbeing.
Policy actions example
The organisation will (identify specific actions your organisation will undertake), e.g. (company name) will achieve our objectives by: ▪ Hosting healthy eating education sessions and developing information sheets ▪ Organising a physical activity challenge, e.g. Walktober ▪ Promote the QuitLine service to all employees ▪ Provide all employees with information on how to support and maintain positive mental health in the workplace.
Policy communication example
All employees will be made aware of this policy and its provisions via mediums, such as the organisation notice board, intranet, email, staff meetings, and induction.
Policy review example
This policy will be reviewed by the health and wellbeing champion or committee every 12 months.