



**EMOTIONAL WELLNESS** is an ability to cope effectively with life and build satisfying relationships with others. People with healthy Emotional Wellness feel confident, in control of their feelings and behaviors, and are able to handle life challenges. Working through life challenges can build resiliency as we learn that setbacks can be overcome. Emotional health can be maintained or improved by engaging in regular leisure and recreational activities.

QUESTIONS TO ASK	NOT ON OUR RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you post inspirational banners or workplace posters to promote employee wellbeing?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you encourage or provide times for employee mindfulness (i.e., to refocus or self-reflection)?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Does your company EAP provide resources to navigate through highly stressful life situations?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have an open-door policy?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide training or awareness on emotional intelligence?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide methodologies for employees to frame or reframe emotions to express them appropriately in the workplace?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Establish workplace banners/signage focused on taking care of your health
- Provide training on emotional intelligence
- Develop an internal newsletter that includes Health and Wellness as a talking point
- Establish available methodologies that allows employees to reframe a situation and the emotions that are experienced
- Provide a point of contact for open door discussions with employees (i.e., HR Manager, other)



**SOCIAL WELLNESS** is an ability to cope effectively with life and build satisfying relationships with others. A sense of connectedness and belonging. People with healthy emotional wellness feel confident, in control of their feelings and behaviors, and are able to handle life challenges. Working through life challenges can build resiliency as we learn that setbacks can be overcome. Emotional health can be maintained or improved by engaging in regular leisure and recreational activities. The social dimension of health involves creating and maintaining a healthy support network. It refers to the relationships that we have and how we interact with others.

QUESTIONS TO ASK	NOT ON OUR RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you have an EAP program or other services to help your employees deal with personal struggles, life transitions, and/or crises?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you encourage a team environment?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a peer-to-peer recognition system?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer outside of work activities for team building?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide employee paid time-off for community charity activities?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you promote a work and life balance?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- See if your Medical Insurance provides confidential counseling services or virtual counseling
- Join a local or national wellness council and take advantage of free Health/Wellness educational information for your team
- Hold an employee appreciation cookout/luncheon – have employees recognize each other’s performance
- Develop an internal newsletter that includes Health and Wellness as a talking point



**PHYSICAL WELLNESS** promotes proper care of our bodies for optimal health and functioning. It encourages the balance of physical activity, nutrition, and sleep. This is the most visible of the dimensions, as most serious signs that we are unhealthy appear physically. Focusing on physical activity for your body, is one key aspect to having overall physical health.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you encourage the team to walk?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Does your company flex/stretch as a team before you begin work?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer gym and/or weight loss reimbursements?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a tobacco free environment?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer health and wellness interventions (i.e., Flu Shots, other)?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer corporate gym access?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer a daily wellness/fitness assessment?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a primary care physician for annual check-ups or physicals if offered?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a pandemic business continuity plan and/or related employee health and safety procedures?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Consider offering a gym or weight loss reimbursement program
- Partner with local medical or pharmacy to take employee’s biometrics and/or flu clinic
- Partner with your insurance carrier to offer health education, smoking cessation or quit tobacco programs
- Reach out to an ABC Member Company to benchmark with
- Sign the ABC Pledge for a Drug Free Workplace



**SPIRITUAL WELLNESS** is related to your values and beliefs that help you find meaning and purpose in your life. Spiritual wellness may come from activities such as volunteering, self-reflection, meditation, prayer, or spending time in nature. Signs of strong spiritual health include having clear values, a sense of self confidence, and a feeling of inner peace.

**SOCIAL (Community) WELLNESS** is a sense of connectedness and belonging. The social dimension of health involves creating and maintaining a healthy support network. It refers to the relationships that we have and how we interact with others. Community focus - communal outreach, care, and support.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you allow employees break periods to pause and refocus if needed before or during strenuous or challenging work activities?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide mentoring opportunities amongst employees?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide an inclusive work environment?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you allow employees to volunteer during work hours at a non-profit?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you encourage your employees to get engaged in their communities?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you allow employee break times during the regular workday to help them unwind and refocus?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## ACTION STEPS TO CONSIDER

- Implement a spiritual zoom program - Dial 8-10min
- Implement App "Headspace"
- Implement a meditation program - space and time
- Create a matching Charitable Gift Program for your employees
- Support your employees in community activities. (IE. Sponsor a little league team)

**FINANCIAL WELLNESS** is a feeling of satisfaction about your financial situation. Finances are a common stressor for people, so being able to minimize worry about this aspect of your life can enhance your overall wellness. By gaining financial wellness, you will feel a sense of financial security and financial freedom of choice now and in the future.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you offer retirement plans for your employees?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a consultant as a point of reference to assist employees with financial planning?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide education on financial/savings for college/ post-secondary education?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide “saving for retirement” education?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide Medicare or alternative Health Insurance Education for those nearing retirement?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>How to care for the elders in your life?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTIONS STEPS TO CONSIDER**

- Offer a traditional or Roth 401(k) with or without a match
- Partner with Investment Firms to provided financial education to your employees
- Partner with a local investment firm on how to save for retirement or college educational offerings
- Ask your local or state agencies to provided virtual educational sessions on alternative health care in retirement
- Partner with Agency on aging and other like organizations to address caring for your elders

**INTELLECTUAL WELLNESS** is when you recognize your unique talents to be creative and you seek out ways to use your knowledge and skills. When you foster your intellectual wellness, you participate in activities that cultivate mental growth. When you challenge yourself to learn a new skill, you are building your intellectual health. People who pay attention to their intellectual wellness often find that they have better concentration, improved memory, and better critical thinking skills.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you offer lifelong learning opportunities to your workforce?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide employees formal training certification opportunities?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you allow employees to participate in virtual learning during the workday or leave work early to attend classes in person?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you offer tuition reimbursement?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Implement a tuition reimbursement program
- Partner with a local community college or trade association (ABC) to offer educational programs
- Establish a succession plan for the company
- Share trade publications and/or write papers on relevant matter related to your business

**OCCUPATIONAL WELLNESS** is a sense of satisfaction with your choice of work. Occupational wellness involves balancing work and leisure time, building relationships with coworkers, and managing workplace stress. An occupational wellness goal might include finding work that is meaningful and financially rewarding.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you provide an employee code of conduct policy and/or work rules handbook?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have a formal performance review process?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you foster a team-oriented environment?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you post open job positions internally?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Create an internal job board for growth opportunities
- Establish a mentoring program – make time to sit and talk with employees about their interests
- Create work areas where employees can collaborate
- Establish or join an apprenticeship program for craft development

**MENTAL HEALTH** refers to the cognitive aspect of health. Often mental health is linked to or includes emotional health, but mental health is more the functioning of the brain, while emotional health refers to the person’s mood often connected to their hormones. Mental health affects the other dimensions of health. An increase in mental health can come as a result of increased physical activity, and good mental health can then lead to an increase in self-esteem as mental performance improves. Greater self-esteem then leads to more confidence in social situations and can lead one to ask the larger questions about life leading to increased spiritual health.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you provide an employee third party 24-hour assistance or intervention hotline for life crises (i.e., suicide prevention, alcohol, drugs, other)?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you educate employees on suicide awareness and prevention and other mental wellness topics?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide monthly employee communications for different times of the year (i.e., seasonal and holiday mental health awareness)?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Take the CIASP pledge to STAND up for suicide prevention today
- Join an Employee Assistance Program (EAP) network through your insurance carrier or other
- Provide mental health and substance abuse awareness training to employees (i.e., mental first-aid)



**ENVIRONMENTAL HEALTH** is related to the surroundings you occupy. This dimension of health connects your overall well-being to the health of your environment. Your environment, both your social and natural surroundings, can greatly impact how you feel. It can be hard to feel good if you are surrounded by clutter and disorganization, or you feel unsafe in your environment.

QUESTIONS TO ASK	NOT ON RADAR	PLANNING PHASE	UNDER CONSTRUCTION	FULLY INTEGRATED
<i>Do you have a company recycling program?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you have policies or procedures to reduce waste and provide good organization in the workplace (i.e., Lean construction or 5S program, reducing your carbon footprint)?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you educate employees on project environmental requirements?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Do you provide opportunities for employees to participate in environmental inspections or submit observations?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ACTION STEPS TO CONSIDER**

- Partner with your local community during a litter cleanup day and/or recycling event
- Institute a policy to conserve water, electricity, and other resources at your office and facilities
- Institute a policy to save fuel and reduce carbon emissions by turning off vehicles and heavy equipment that run idle after a specific period of time