

# FOUNDATIONS OF WELLBEING



# WELLBEING MODULES AND FOCUS OF TOPICS



## 1 MIND

### 1.1 Mental Health First-Aiders (MHFA)

- Raise awareness of signs and symptoms of mental illness and mental distress
- Raise awareness for how to have conversations about mental health, suicide and suicide prevention
- Reinforce everyday actions and health behaviors that support good mental health
- Make people aware of MHFA training and the type of people who may be well suited to training

### 1.2 Employee Assistance Programs (EAP)

- Reinforce everyday actions for mental health including benefits of meditation
- Raise awareness for signs of when people should seek assistance for mental health problems
- Raise awareness of and decrease stigma for utilizing EAP programs

### 1.3 Survey and Leadership Resources

- Tools to help individuals identify personal risks or for leaders to determine levels of need for health and mental health education topics
- Examples may include anxiety - or depression - risk screening, Perceived Stress Scale, Sleep Apnea or Epworth Sleepiness Scale etc. with surveys and toolkits to explain use

### 1.4 Career and Purpose

- Promote the benefits of meditation
- Promote benefits of a “growth mindset”
- Promote benefits of a strong sense of purpose for mental health and longevity
- Promote ideas for how to find or participate in continual education

### 1.5 Addiction Recovery

- Help people understand the links between substance use, health, mental health and safety
- Raise awareness for the signs of when substance use is a problem
- Promote local awareness of resources and options for seeking support



## 2 BODY

### 2.1 Sleep and Fatigue

- Promote how good sleep has protective benefits for health, mental health and immune system
- Promote actionable tips for managing fatigue and improving sleep hygiene
- Improve understanding of signs and symptoms of fatigue
- Help understand the safety risks of fatigue

### 2.2 Movement and Physical Capacity

- Understand the physical and mental health benefits of regular exercise
- Provide tips and actionable ideas for how to add more activity into busy schedules
- Link regular exercise to maintaining physical capacity and decreasing risk of injury

### 2.3 Nutrition

- Reinforce how healthy eating promotes health, mental health, and a stronger immune system
- Link to preventing disease
- Link to energy management and reducing risks of fatigue, errors and accidents in the workplace

### 2.4 Disease

- Promote hygiene
- Promote links between healthy lifestyles and preventing chronic disease risks
- Link to your existing internal docs for COVID mitigation or other local disease risk awareness

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## 3 COMMUNITY

### 3.1 Family Services

- Promote the benefits and local availability of family services to help reduce family stress for employees

### 3.2 Connecting with Colleagues

- Education about how connectedness and social interaction promotes happiness and longevity
- Link to purpose and shared values (opportunity for Holcim to reinforce organizational values)
- Encourage people to “look after each other” and reinforce occ. health values of observation, mentoring and reporting, clean workplaces, etc.

### 3.3 Volunteering and Service

- Awareness of how giving promotes happiness and mental wellbeing
- Promote links to sense of purpose and the health benefits of a strong sense of purpose
- Opportunity for Holcim to promote organizational values

### 3.4 Engaging with Communities

- Opportunity for Holcim to support social initiatives
- Opportunity for managers to internally promote how individuals or the organization engage with local community groups and link those back to Holcim organizational values

### 3.5 Celebrating Workplace Success

- Help people see how their role adds value to help build stronger sense of purpose
- Boost sense of workplace community, strengthen work relationships for good mental wellbeing



## 4 FINANCES

### 4.1 Personal Budget

- Link to managing and reducing financial stress
- Choice of focus on what you can control versus what you can't, and how that links to stress

### 4.2 Retirement Planning

- Promote any internal or locally available retirement plans or services
- Promote the health / mental health benefits of staying active and socially connected in retirement, and therefore planning for retirement with a view to have finances that will allow you to do things you enjoy and stay connected

### 4.3 Major Life Events

- Education around learning to focus on what you can control
- Reminders for the importance of maintaining healthy behaviors during stressful times to maintain best resilience

- Reinforce how complacency can have a big impact on your life and finances in the event of major or unexpected events

### 4.4 Investing in Happiness

- Invest in hobbies and activities that align with your personal and family values
- Links to purpose and the positive emotional value of prioritizing things that you enjoy and that make you happy
- Promote the positive mental health benefits of investing in experiences rather than physical things

### 4.5 Savings and Investments

- Education around the opportunity and value for how long-term savings and investments can grow
- Promote investment in self (e.g. continuing education) and the personal (mental health) and professional (career advancement) benefits
- Understand investment risk and basics of shifting risk tolerance as you approach retirement

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## 5 SPACES

### 5.1 Living Arrangements

- Tips to create home environments that promote good health, healthy sleep, less stress
- Tips for environmental awareness at home and promotion of Holcim's values of sustainability

### 5.2 Recreational Spaces

- Understand how being in natural environments reduces stress and improves mental health
- Seeking local recreational spaces and activities as a way to engage with your community
- Consider using local recreational spaces to motivate you to be more active
- Recreational spaces encourage socialization and connection which are important for health

### 5.3 Childcare Resources

- Awareness for how lack of childcare options creates stress and interrupts work
- Promote awareness of internal or local options for childcare resources

### 5.4 Flexible Work and Work Spaces

- Create awareness of Holcim's flexible work arrangement options such as remote work, flexible hours, and part-time options where applicable
- Promote tips for creating a safe and healthy workspace
- Value of healthy workspaces for managing energy, mood and productivity
- Tips for adding healthy behaviors into your day (stretching, exercise, healthy snacks, etc.)
- Promotion of Holcim's Office Goes Green (OGG) and Power initiatives and how protecting the environment supports health

### 5.5 Commuting: Carpooling and Public Transport

- Carpooling, public transport, opportunities for social connection, protecting the environment, saving money, or utilizing that time for learning or other activities
- Link the environmental benefits to Holcim's corporate values and sustainability efforts for shared purpose including alignment with OGG regarding business travel and company vehicles

### 5.6 Office Goes Green

Holcim's global program designed to help raise internal awareness and reduce Holcim's workplace environmental footprint by:

- using resources and energy more responsibly in the workplace
- reducing waste and plastic
- helping employees adopt greener habits

It includes compulsory and voluntary actions



## 6 OCCUPATIONAL HEALTH

### 6.1 First Aid and Medical Emergency Response

Different levels of program implementation are described, from regulatory compliance at a basic level to a more risk-based approach and carrying out testing and audit of the system at higher levels

### 6.2 Occupational Illness Management

Occupational illness identification, investigation and reporting is part of the health plan. The increasing levels of maturity describe moving from basic regulatory compliance to implementation of the Holcim HSE reporting system (iCARE), carrying out formal investigations and applying the learning to improve prevention

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## 6.3 Industrial Hygiene Exposure Monitoring

The industrial hygiene exposure monitoring program lies at the heart of health protection by providing quantified measurement of worker health risks. The ascending levels of maturity describe increasing competence and skill in managing the program. At more mature levels, the program is directed by a qualified industrial hygienist and the exposure levels measured are compared against American Conference of Government Industrial Hygiene – Threshold Limit Values (ACGIH-TLVs) for each physical and chemical agent to determine what control actions are needed. ACGIH-TLVs are considered the best occupational exposure limit (OEL) benchmarks globally to identify the thresholds of exposure below which worker health effects are not likely to occur

## 6.4 Respirable Crystalline Silica

The ascending maturity levels describe increasing success in quantifying exposure levels and implementing actions that result in progressive and sustained lowering of exposure risk

## 6.5 Respirable (Cement) Dust Exposure

Assessing and controlling exposure to respirable dust has been included specifically because of the importance of managing this widespread hazard effectively across the business. The maturity levels outline increasing effectiveness of engineering control measures to reduce exposure at higher levels of maturity. Although this section applies to any type of respirable dust, particular attention should be paid to inhalation exposure to cement and clinker dust when considering the maturity level, if this respiratory hazard is present in the unit. This is because we should now aim to control inhalation exposure to cement and clinker respirable dust to below 1 mg/m<sup>3</sup> per 8-hour shift average to prevent respiratory health effects on the lungs, which is a lower target level than for other respirable dusts

## 6.6 Hazardous Materials

The focus of this section is to rate increasing levels of maturity to risk assess, measure and control exposure to hazardous substances present in hazardous materials, including both chemical and biological hazards

## 6.7 Noise

The maturity levels for the hearing conservation program move from basic steps such as noise mapping to personal exposure monitoring at higher levels and increasing success achieving control of personal exposure below 85dB(A) per 8-hour shift average through the use of engineering control measures

## 6.8 Ergonomics

The ergonomic program section addresses not just manual tasks in operational areas but also the ergonomics of computer workstations in offices. The ascent of the maturity levels described reflect using specific ergonomic risk assessment methods, formal improvement action plans and, at the highest level, workers fully participating by incorporating ergonomic practices into everyday work tasks

## 6.9 Occupational Health Assessments

This section rates increasing levels of maturity of the health assessments performed to identify fitness for duty and work-related health effects. It includes initial health assessments at recruitment and when workers return to work after medical leave. Increasing levels of maturity are detailed from basic regulatory compliance, moving to risk-based assessments, addressing contract workers and at the higher levels reporting trends and reviewing findings alongside exposure monitoring results to improve prevention programs