

Seeka Employee Wellness Commitment



Objective

To proactively provide support enabling individual employees to make every effort to maintain good health and to assist them maintain their own personal well-being.

Seeka Kiwifruit Industries will foster a working environment and implement policies and practices that promote, develop, assist and maintain the health of employees.

Policy

- Seeka recognises that its service delivery is affected by the health and well-being of its employees, and the importance for its employees to be able to achieve success in their work and home environments.
- Seeka sees the benefits that workplace wellness brings to achieving work/life balance and that happy, healthy employees contribute to increased workplace productivity and safety.
- Seeka will support and encourage staff to achieve a healthy balanced lifestyle and acknowledges that accountability for health and well-being is shared between Seeka management and individual employees.
- Seeka will meet its responsibility by providing a safe and healthy work environment while also providing and implementing opportunities and strategies to manage these areas of focus.
- Seeka is committed to informing employees about the intent and proper use of the Employee Wellness Policy.
- Seeka will review and monitor this policy and wellness strategies on an annual basis. Results may lead to a variation of the content of wellness strategies offered to employees.

Signed by:

on behalf of Senior Management Team

Date:

8 August 2013

Next Review Date: August 2014

Seeka Wellness Strategies

• Keeping Our People Physically Healthy -

○ ***Personal Health***

- Free Flu Vaccinations.
- Availability of voluntary on-site health checks.
- Annual Health Monitoring for staff exposed to health hazards.
- Corporate sponsored medical insurance.
- Assistance in injury rehabilitation (work and non-work).

○ ***Improving Fitness***

- Seeka Spin Classes.
- Cycle Club.
- Social Club organised sporting events.
- Corporate Memberships – Gym, Squash Clubs, Golf Clubs.
- Participation in Team Corporate Events.
- Supporting staff time-out / lunch-time exercise activities.

○ ***Managing our Working Hours***

- Targeted ceiling of 70 hours / week.
- After working 70 hours must take a 24 hour continuous break.
- Manager weekly notification of employees who have worked above the maximum target.
- In any cumulative work day can work maximum of 14 hours (which includes at-work breaks), then must take a continuous break of at least 10 hours.
- No more than 6 consecutive days worked in a row – minimum of 1 day rest.
- Management monitoring and enforcing.
- Time in Lieu Policy.

○ ***Promoting Healthy Eating***

- Trained staff in canteens and cafeteria's.
- Healthy food options.
- Provision of meals for all shifts.

○ ***Addiction Support***

- Employee Assistance Programme.
- Drug and Alcohol Policy.
- Confidential rehabilitation support.
- Smoking cessation support.

• Keeping Our People Emotionally Healthy -

- Employee Assistance Programme – Confidential Counselling and Crisis Management Support.
- Availability to on-site Seeka support staff.
- Strong company endorsement on expected behaviour, and quick response to behaviours at risk.
- Clear work expectations.
- Continual training and professional development.
- Literacy & numeracy programmes.
- Agreed career pathways.
- Flexible working arrangements.
- Recognition of achievements.

• Keeping The Seeka Spirit -

- Keeping staff informed – regular staff updates and briefings.
- Involvement in, and sponsorship of, community activities.
- Active Social Club supported by management.
- Regular social and Christmas functions.
- Family friendly environment.
- Family involvement in staff functions.
- Seeka sponsored children events.
- Subsidised crèche facility.
- Proud promotion of the Seeka brand.