STATEMENT OF POLICY
Carleton University develops and maintains policies, practices and programs that contribute to a physically and psychologically safe and healthy workplace based on three Healthy Workplace elements of health and lifestyle practices, physical environment and occupational health and safety, and workplace culture and supportive environment, as well as the following Guiding Principles:

1) Both the institution and the individual play key roles in promoting and maintaining a physically and psychologically safe and healthy workplace.

2) A physically and psychologically safe and healthy workplace is based on a culture of respect, trust, honesty and fairness.

3) Workplace health and well-being initiatives are based on best practices and are regularly reviewed and evaluated in order to sustain a supportive culture and relevant programming.

PURPOSE
Carleton University values a culture that supports the physical and psychological health and well-being of its full time faculty and staff. It recognizes that individual health practices, as well as the social, physical and psychological environment, are important factors that collectively contribute to each faculty and staff member’s personal success and positive contribution to the university’s mission. The purpose of this policy is to support and uphold Carleton’s commitment to ensuring the university is a healthy, safe, and supportive place to work for all full time staff and faculty. It encourages the active participation of all members of Carleton University in healthy workplace programs and initiatives and actively solicits input through its Healthy Workplace Committee(s) and other means used to identify needs and assess outcomes.

SCOPE
This policy recognizes that physical and psychological health and well-being is a shared responsibility between the university administration, full time faculty and staff, and is commensurate with the level of responsibility of each.
PROCEDURES
Carleton maintains and supports the Healthy Workplace Committee and several sub-committees with representation from a diverse array of faculty and staff. The Committee has a mandate to assess the needs of the university community with respect to enhancing and supporting a healthy workplace, develop and support healthy workplace programs to meet identified needs, monitor the progress, outcomes and impact of such initiatives, and provide recommendations to Senior Management on how to sustain a healthy workplace that addresses both physical and psychological health and well-being. Carleton also maintains a Healthy Workplace Champion network, with Champions who play an important role in reaching out and engaging Carleton University’s faculty and staff within their work unit, as well as communicating employee needs and feedback to the Healthy Workplace Committee.

CONTACTS
Vice-President, Finance and Administration
Chair, Healthy Workplace Committee

Related Links
Mental Health and Well-Being Strategy
Healthy Workplace Plan
Accessibility for Persons with Disabilities
Environmental Health & Safety
Human Resources Policies
Human Rights Policy and Procedures
Workplace Harassment Prevention
Workplace Violence Prevention