

Your health



at work

HOW YOUR WORKPLACE CAN HELP

In an ideal world, your workplace will support you to be healthy by having a comprehensive health and wellbeing program. This should include things like:



You might be told about your workplace health and wellbeing program at induction. If not, contact your human resources or health and safety representative for more information or look out for posters, leaflets and emails about the services available and planned activities.

If your workplace doesn't have a program, or if you prefer to go it alone, there are still plenty of things you can do throughout your day to keep healthy.

A HEALTHY DAY AT WORK



GET ORGANISED

Plan your day the night before. It's so much easier to be healthy when you are organised. Decide how you will travel to and from work, pack your exercise gear and prepare lunch and snacks.

GET UP AND GO

Eat a healthy breakfast before work, like a fruit smoothie, porridge or cereal with reduced fat milk and a banana. All too much of a rush? Pack your breakfast in a container the night before, ready to grab on the way out the door or keep some cereal and reduced fat, long life milk at work. Avoid buying processed food on the go.



THE COMMUTE

Ditch the car and choose an active way of travelling – walk, cycle or catch the bus and get off a few stops early. If you need to travel by car, find time for at least 30 minutes of physical activity in your day.



PLANNING YOUR DAY

Fill up your water bottle so that you have fresh water to drink during the day. For meetings at your workplace, suggest a walking meeting or stand for part of the meeting. If you are heading to another site, consider walking, using pools bikes if available or catching the bus or train.



MID MORNING

If you sit while working, get up and move around. Increasingly, research suggests that 30 mins of exercise a day is not enough to combat the negative effects of a sedentary job.



MORNING TEA

Snack on unsalted nuts, fruit, reduced fat yoghurt or plain crackers with hummus or tuna. If you crave a coffee, choose reduced fat milk and reduce the sugar.



AFTER WORK

Instead of de-stressing over a bottle of wine or beers, meet a friend for a brisk walk or a game of squash. If you've got a physically-demanding job stretch at a yoga class, treat yourself to a massage or visit your physio for advice on keeping fit and well.



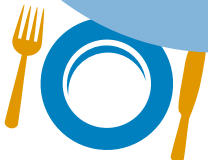
AFTERNOON TEA

Have a banana or a high-fibre fruit cereal bar. Look for muesli bars with at least 3g of fibre per serve.

LUNCH

Soup during winter and salad during summer are great ways to eat more vegies. If you choose a sandwich, roll or wrap, go for wholemeal varieties with salad and egg, lean meat or reduced fat cheese. Don't eat while working; take a break away from your normal work space.

If you are eating out avoid processed foods and high energy drinks. If ordering a hot meal, choose grilled chicken or fish instead of fried foods. Replace hot chips with extra salad or a side of vegies, and drink water.



MID AFTERNOON

If you've been sitting for a long time, do tasks that require you to stand and move about.

ACTIVE LUNCH BREAKS

Join in your workplace walking group, get together with colleagues for a team game or do a few stretches.



GENERAL GUIDELINES

- » Aim to eat two serves of fruit and five serves of vegetables every day.
- » Get at least 30 minutes of moderate exercise on most, preferably all days.
- » Maintain a healthy, nutritious diet to reduce your chance of developing chronic diseases like heart disease, type 2 diabetes and some cancers.
- » Limit your alcohol intake to no more than two standard drinks on any day to reduce your lifetime risk of harm from alcohol-related disease or injury. Consider having a couple of alcohol-free days per week.
- » Quit smoking to avoid the risk of cancer, heart disease, respiratory disease and other potentially fatal conditions.

READY TO INSPIRE OTHERS?

Your colleagues will probably notice your healthy habits and start to take an interest in what's in your lunchbox and the activities you take part in before, during or after work. You might like to take the next step and inspire others to take care of their health.

This can be as simple as contributing ideas to your workplace's health and wellbeing coordinator and providing feedback on activities that you've enjoyed or those that haven't worked so well. You could advocate for improvements to facilities that would encourage people to be active or eat healthy foods.

If you don't have a health and wellbeing coordinator, consider becoming a health champion. You'll need to get your manager's approval to allocate some work time to this and negotiate a budget, if necessary.

A workplace health and wellbeing champion:

- » Coordinates and leads activities for workers.
- » Helps spread the message by promoting activities and motivating others to join in.
- » Listens to ideas, issues and concerns and communicates these to decision-makers.

Here are some things you could do as a health champion, depending on the amount of time and budget you have available:

ACTIVITY	\$	
Start a lunchtime walking group	Free	Less than 2hrs p/w
Order or download free resources like flyers, brochures or recipe books and display them in your workplace	Free	Less than 2hrs p/w
Encourage others to ditch unhealthy treats by organising a weekly supply of fruit	\$	Less than 2hrs p/w
Organise a qualified professional to run a weekly physical activity session during lunchtime	\$	Less than 2hrs p/w
Volunteer to coordinate social activities that don't focus on drinking, like team sports, golf or family days	\$	2hrs p/w
Organise regular workplace education sessions on healthy eating, smoking cessation, alcohol and physical activity	Free - \$\$	2hrs p/w
Coordinate a team to take part in local fun runs, health events or fitness challenges (entry fees sponsored by the employer)	\$\$	2hrs p/w
Talk to managers about providing facilities that would make it easier to prepare healthy lunches and snacks, and to be physically active (equipment paid for by the employer)	\$\$\$\$\$	2hrs p/w
Find local catering companies that will provide healthy food for catered events	\$\$\$\$	Less than 2hrs p/w
Coordinate a weekly winter soup club and summer salad club	Free	Less than 2hrs p/w
Organise to buy one or more pool bike/s for your workplace	\$\$	Less than 2hrs p/w

You probably spend a big part of your week at work. This means your workplace, whether it's an office, a shop, a factory or a building site, is an important place to develop healthy habits. The decisions you make throughout the day can have a big impact on your health, and making healthy choices can have significant benefits. These include:

- » Feeling *physically and mentally well*
- » Achieving and maintaining a *healthy weight*
- » *Reducing* the risk of developing type 2 diabetes, heart disease and some cancers
- » Enjoying *job satisfaction*, and improved motivation and morale
- » *Reducing the risk* of injury
- » *Enjoying life* at work and at home
- » Being a *positive role model* for work colleagues and your family



FREE PROGRAMS AND RESOURCES

Healthier Workplace WA

We want WA workers to be amongst the healthiest in the world. HWWA offers free advice, services and resources to help managers, health and wellbeing coordinators and health champions create a healthier workplace.

www.healthierworkplacewa.com.au

My Healthy Balance

Free, online educational program for individuals to encourage healthy eating and physical activity

www.myhealthybalance.com.au

Get on Track Challenge

Free, online team challenge that uses fun and friendly competition to encourage colleagues to get active and eat well

www.getontrackchallenge.com.au

Healthy Choices Healthy Futures

Free advice and support on healthy food and drink options in the workplace

www.healthierworkplacewa.com.au/free-programs/healthy-choices-healthy-futures

TravelSmart Workplace Services

Free support to promote walking, cycling and public transport in your workplace

www.healthierworkplacewa.com.au/free-programs/travelsmart

Fresh Start Workplace Services

Free smoking cessation courses held in the workplace

www.healthierworkplacewa.com.au/free-programs/fresh-start-workplace-services

Quit

Free services and telephone support (13 7848) to individuals wanting to give up smoking

www.quitnow.gov.au

Cancer Council WA

Free no smoking signage, information sheets, posters and brochures on the benefits of giving up smoking

www.cancerwa.asn.au/tobaccoresources

Heart Foundation

Information on finding or setting up a walking group

www.heartfoundation.org.au/walking

Free heart healthy recipes

www.heartfoundation.org.au/recipes

Information, tips, healthy recipes and practical interactive tools to help you live a healthier life

www.livelighter.com.au

Alcohol, Think Again

Free posters and resources that encourage workers to avoid harmful drinking

www.alcoholthinkagain.com.au

healthierworkplacewa.com.au E: healthierworkplacewa@heartfoundation.org.au

T: 1300 550 271



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Supported by:



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