



International  
Labour  
Organization



ДЕРЖ  
ПРАЦІ



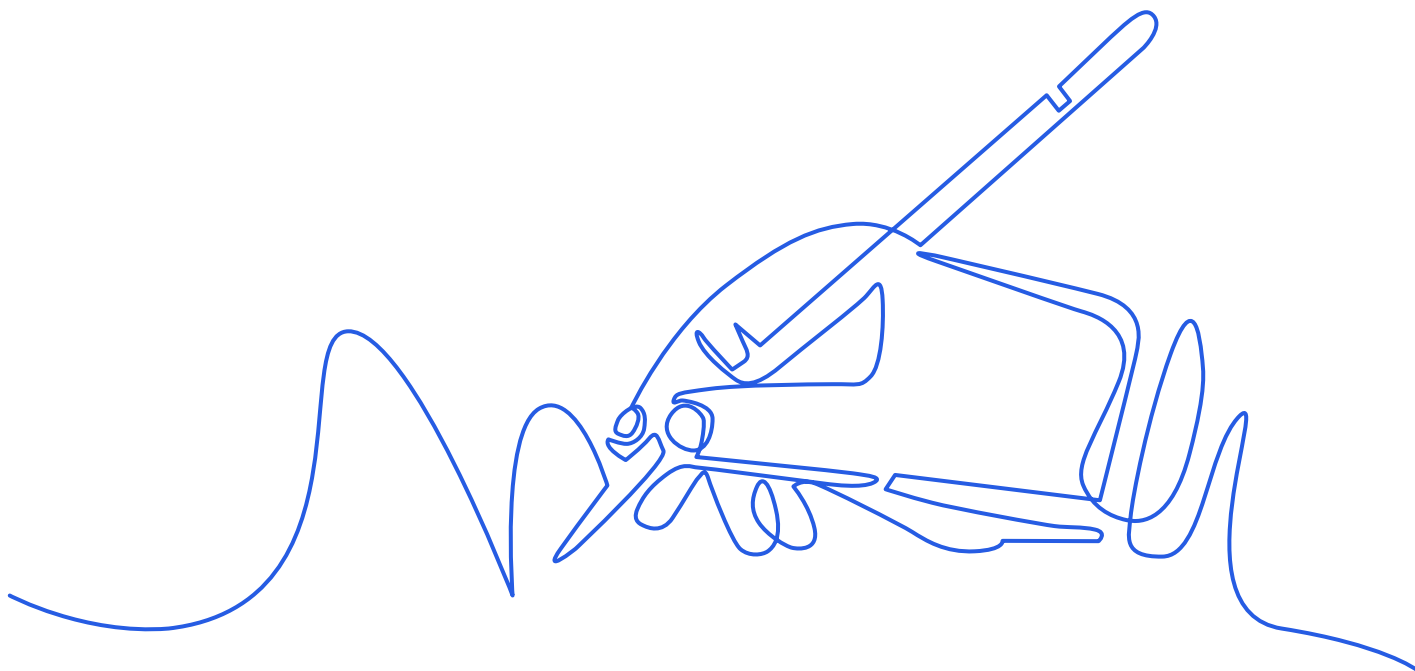
MOVING FORWARD  
**TOGETHER**

## **With care for yourself and everyone**

Programme of psychosocial support  
at the workplace in war and post-war times

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# **Questionnaire for assessing the perception of the Psychosocial Support Programme by the staff**



Information toolkit on psychosocial support at the workplace in war and post-war times



## ► Instruction

Dear colleagues, in order to improve activities and organizational changes within the framework of the Psychosocial Support Programme (please insert its title, if any), we kindly ask you to provide your answers, feedback and proposals to the questions set below.

### ► Note on the questionnaire design:

1. Red text and explanations for the questionnaire designer, therefore they should be deleted and replaced by the text acceptable to you.
2. This questionnaire is a sample, therefore you can change it according to your goals and indicators that you wish to measure within your Programme. Such kind of questionnaires can be provided to staff periodically during a year in order to improve the Programme, that is to measure “pulse” of the workers – their reaction to what is going on within the Programme. Such a survey is a sort of a pulse questionnaire.
3. Please note that measurement of the Programme effectiveness assumes using indicators such as stress level, management support level, staff satisfaction with working conditions, and the survey should be undertaken at the entry and some time after implementation, e.g. three months, six months and one year after implementation of the activities, to be able to see if the level has changed. The assessment tool must be the same at the entry and exit.
4. Activity para. 2.4 can be made as a separate questionnaire if the goal is to examine quantitative and qualitative indicators for each activity and offered resource in detail. For example, how many staff have taken part in a training on..., what was their feedback, what should be improved. Or, how many workers have approached a full-time psychologist during a year, feedback, reasons for which that resource is not used, etc.
5. Anonymity is a mandatory condition of such a questionnaire poll, therefore the questionnaire must be designed, for example, in a Google form that, moreover, enables fast processing of results.



## ► 1. Awareness of the resources and activities of the psychosocial support programme at the enterprise

Questions	Answer
1.1. I am aware of our enterprise's policy on psychosocial support of staff (of the programme "title").	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.2. I am aware of all the psychosocial support resources and activities available at our enterprise.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.3. I know how to send questions, feedback and proposals concerning the psychosocial support resources and activities and to whom.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.4. The psychosocial support resources and activities offered by the enterprise meet my needs.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.5. I know that I have the right to be consulted by a psychologist (psychotherapist) if required, free of charge (on a preferential basis).	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.6. I know contacts of the specialists providing psychological services.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
1.7. I know that I may apply, during working hours, to my colleagues who are trained in provision of psychological first aid.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree



## ► 2. Organizational support

Questions	Answer
2.1. I take part in the activities and use the resources offered by our enterprise under the psychosocial support programme.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
2.2. I am sure that I can freely report my own mental health problems to my supervisor as necessary, receive support, and discuss temporary adjustments in my job in that regard.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
2.3. I see that my managers prioritize support of staff's mental health.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree
2.4. Activities under the psychosocial support programme (insert here all the activities offered by the enterprise, e.g.: social/financial/medical/psychological/legal aid, workload control, flexible schedule, opportunity to rest during working hours, additional leave as necessary, convenient workplace conditions, psychological relief room, sports resource, trainings, chat, etc.) positively influence my psychological condition.	<input type="checkbox"/> Fully agree <input type="checkbox"/> Partially agree <input type="checkbox"/> Fully disagree

## ► 3. Open questions for feedback and proposals

3.1. Is there anything at your workplace that adversely affects your mental health and prevents your effective work? If yes, list these factors.	
3.2. What changes can be introduced by the enterprise to support your mental health better? If you have any proposals, list them.	



## ► Thank you!

Thank you for your contribution to the common goal of making our enterprise more sensitive and attentive to mental and social needs of our workers!

