

may2021

wellness @work

your wellness matters
keeping you healthy – keeping us all healthy

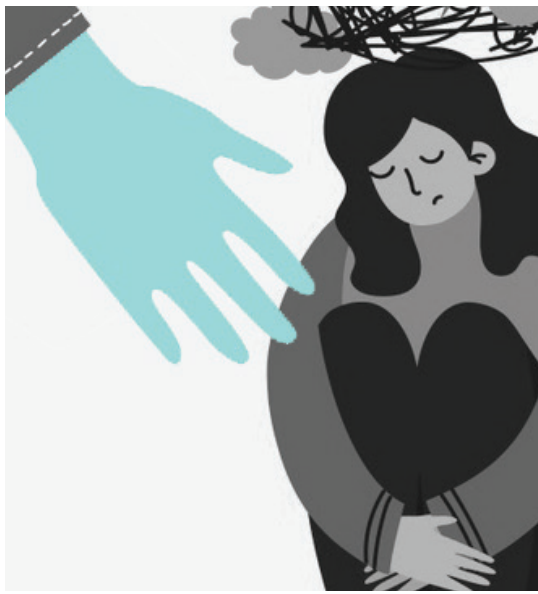


did you know?

Since this pandemic, more and more people from all walks of life are experiencing anxiety. It is estimated that 1 in 5 people will experience an anxiety disorder in their life. And because everyone is unique and different, what makes someone anxious can be very different from the next person. Anxiety tends to focus the attention on things that are considered dangerous or threatening, and interprets whatever is happening negatively.

So, let's be kind to one another, and most importantly be kind to yourself.

Don't hesitate or be afraid to seek professional help.



by taking care of our health means that we love, respect and take care of ourselves



The importance of change

For more than a year the world has wondered about just when the Covid-19 pandemic will finally end.

During this past year we experienced unexpected, rapid and fundamental changes to our lives. We discovered what essential services and products were. We discovered online shopping and streaming our entertainment. We learned how to wash and sanitise our hands, and how to wear a facial mask. We mastered social distancing and endured restrictions to gathering and traveling. We embraced working from home and adapted to home schooling our children.

Yet change is nothing new to how we have always lived. Without realising it and without a prevailing pandemic, we face constant change everyday of every week of every month of every year. As individuals, a group, a community, or as a business we need change. Change helps to motivate us to achieve a higher level of life through self-development, exploring inner potential, and providing choices.

However, for change to succeed we must be strongly motivated to sustain change for the many benefits it brings to our life. If we don't find motivation for change and stay in our comfort zone, we will always fall behind.

So, never fear change for it is the only constant.

If you need help remember your manager or hr person is there to listen. You can also email amandap@primeserv.co.za





Many of us are of the opinion that prolonged lockdown regulations and working from home are significantly contributing towards an increase in distorting and blurring the lines between personal and work-life.

While we blame modern technology for exacerbating the feeling of always 'being on' and facing 'burn out', we must admit that we have become glued to our screens in favour of the non-existent lunch break or catching up with colleagues.

With people being at the heart of our business it's absolutely critical that we look after our wellbeing.

Here are a few wellness thoughts to consider:

A) Make wellbeing your priority by:

- Reminding yourself that it is good to take some time out from work by logging off, going for a walk, sharing a bite, reading a book, calling a friend, or watching a movie with the family
- Promoting proper breaks that can help you stay alert, focused, and perform better at work.
- Participating in physical activity
- Accessing health professionals and support groups to help you safeguard mental health and improved work-life balance

B) Make flexibility key:

- Achieving work-life balance is a process of give-and-take, adjusting expectations, and being flexible
- Workplace flexibility needs to provide you with a variety of lifestyles and life stages choices

C) Make it accessible:

- You remain one of our most valuable assets
- Knowing how to access confidential help and support will help reduce your stress and anxiety
- With reduced daily social interactions in the office it's harder for others to see when you are struggling
- Organise regular check-ins to provide an opportunity for you to ask for help and support



healthy habits

- Drink water when you wake up
- Don't skip breakfast
- Keep on the move
- Eat when you are hungry
- Make lunch your biggest meal
- Prioritise good sleep



Suppressing ones feelings and thoughts can be like holding a glass of water. The longer you need to hold onto it the more your hand will cramp, and eventually you will drop the glass. When one holds a thought or burden buried deep in ones heart, over time it will feel heavy and become overwhelming.

However, one does not need to carry the glass everywhere. One can always put the glass down if it becomes uncomfortable to hold. Equally so one can learn to manage ones emotions, feelings, and burdens.

Here are some thoughts to consider:

- The ability to hold a burden varies
- If a burden is allowed to continue it can get worse
- Do not ignore the small problems, nor
- The emotions that come with these problems
- Do not fear rejection
- Do express ones feelings (but not in public)
- Do give support to those that need assistance

Remember – the fastest help comes from oneself



redefine your work-life balance during the pandemic

If you're asking yourself "What can I do to keep it together? How do I stay sane and keep a healthy work-life balance?"

Remember you are not alone.

Here are seven ways to redefine your work-life balance during the pandemic:

1. Reflect on why work-life balance matters to you.
Work-life balance is not "nice to have" – it's critical
2. Define your remote office and make your workspace work for you – free from distractions
3. Create a separate workspace with established boundaries
 - A clear start and end point to your workday
 - Avoid the temptation of just one more email or ...
 - A space that you can 'leave'
4. Keep moving!
 - Hold a "walk and talk" meeting with a team member
 - Engage in an activity challenge
 - Use a standing desk to stay more active even while working
5. Find moments of stillness to help you make better decisions
6. Connect with others and enjoy some small talk during a virtual coffee break
7. Finally, remind yourself that this pandemic will not last forever, then take a deep breath and consider the benefits of the life you are leading now



always here for you

national gbv helpline	0800 150 150	suicide helpline	0800 567 567
aids helpline	0800 012 322	lifeline	0861 322 322
childline	0800 055 555	diabetes sa	0861 111 3913
rape crisis	021 447 9762	cansa	0800 226 622

be vigilant – avoid risks to your health

for internal communication only –
always consult a registered health professional for any health related treatment required

ask for help

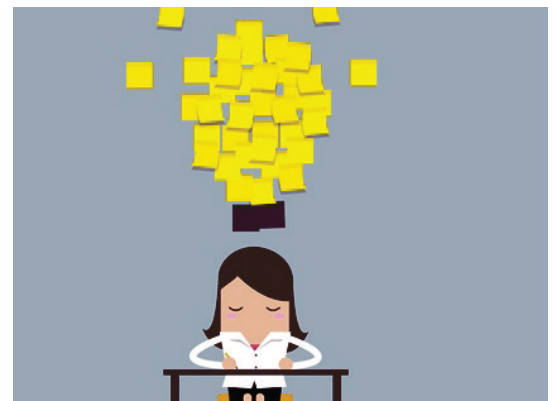
Are you heading for burnout?

If you are feeling overwhelmed and burned out, take a step back and ask yourself the following:

1. What is the problem you are really trying to solve?
2. Are you creating more stress for yourself with unrealistic expectations?
3. Are there any factors adding to your problem that can be eliminated?
4. Is there anyone you can turn to for escalation or assistance?

may health days

6	National Burns Awareness Week
10	Global Move for Health Day
17	World Hypertension Day
31	Child Protection Week
31	World No Tobacco Day



stay organised

Being organised is vital to finding balance in life. If you have a schedule where everything fits, you'll be more efficient with your time. And you'll be able to relax not only in the knowledge that you'll get things done but also in that what you're working on in a given moment is what you're supposed to be working on.

Don't overlook the value of time management tools. But also keep in mind that a good plan and a clear budget for your time is invaluable in maintaining balance in your life.

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