

CARE KIT FOR EMPLOYEES

A HEALTHIER YOU IS A SAFER YOU

TIPS ON MANAGING YOUR HEALTH
TO BE SAFER AT WORK



WSHCOUNCIL

Tripartite Alliance for
Workplace Safety and Health

| INTRODUCTION |





A Healthier You Is A Safer You

Your state of health can impact your work performance, which in turn can affect your ability to prevent injuries in the workplace. You may unknowingly also place your co-workers at risk. So set aside time to care for your own health. Don't ignore your body's health signals at and off work and take steps to address them. Learn how you can manage and improve your health, to stay as safe as you can be at your workplace.

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Ways to Stay Healthier and Safer at Work



Do you realise that maintaining a healthy lifestyle is key to being safer at your workplace?

So stop neglecting your health and start to take time to:



Rest & Recover



**Stay Active
& Eat Right**



**Manage
Your Health**

| REST AND RECOVER |



Rest & Recover



Take Time for Breaks

Do you know that overworking can not only lead to physical fatigue but also lack of focus? When you're feeling tired from working outdoors in the heat, please stop your work, drink enough water and rest. Short breaks also help you to stay alert, gain perspective and make the right decisions, so that you can avoid any mishaps and accidents.



Drink Enough Water

Are you getting enough hydration while at work? The daily recommendation for water intake is 7–8 glasses, depending on how thirsty you are. If you're dehydrated, it can cause health issues like headaches, fatigue and even a lapse in concentration, which can put you at risk especially when you're working at height or operating machinery.



Get Enough Sleep

If you're sleeping less than 7 hours regularly, you may be prone to these health problems– weight gain, weak immune system, slower reaction times, and compromised accuracy, which may increase your chances of injuries at the workplace¹.

¹SleepFoundation.org. (2015). National Sleep Foundation Recommends New Sleep Times.

| STAY ACTIVE & EAT RIGHT |



Stay Active & Eat Right



Eat Healthy

You're what you eat. Picking up healthy eating habits like portion control and getting well-balanced meals of unprocessed grains, meats, fruits, and vegetables are key to eating right. That's how you keep in shape, and lower your risk of obesity and chronic illnesses like heart disease and Type 2 diabetes. This will help reduce the chances of accidents and injuries².



Stop Smoking

Do you know that about 6 Singaporeans die prematurely from smoking-related diseases every day³? Smoking not only puts you at risk of heart disease, reduced blood oxygen or stroke, but also affects your safety at work if you suffer from these health issues.



Reduce Alcohol

Excessive drinking can lead to hangovers and dehydration, causing you to lack focus at work, and be more prone to accidents. Alcohol misuse is also associated with high absenteeism and poor work performance⁴. So it's best to reduce your alcohol intake and increase your productivity.

²Health Promotion Board. (2020). Health Hub: Plan Your Meals with My Healthy Plate.

³Health Promotion Board. (2020). Health Hub: Questions on Smoking, Tobacco Use and Health.

⁴The Straits Times (8 October, 2018). Alcohol Abuse Worse Among Younger People.

Stay Active & Eat Right



Stay Active

Getting plenty of exercise not only keeps your body strong and fit; it also helps boost your immune system, making you less prone to illnesses. Aim for at least 150 minutes of moderate-to-vigorous physical activity per week. Regular exercise helps you maintain your body weight, sleep better, control your blood pressure and improve your memory, which will help increase your work efficiency and performance.



Watch Your Weight

Being overweight or obese is not only associated with a host of health problems but it also reduces your quality of life and makes you more susceptible to accidents and injuries at work⁵. Obesity can also worsen mobility and increase sickness absenteeism, leading to reduced productivity at work.

The ideal range of Body Mass Index (BMI) is 18.5 – 22.9. Please check your BMI using a BMI calculator⁶.

⁵Health Promotion Board. (2020). Health Hub: Obesity in Singapore: It's Not a Small World.

⁶Health Promotion Board. (2020). Health Hub: BMI Calculator

| MANAGE YOUR HEALTH |

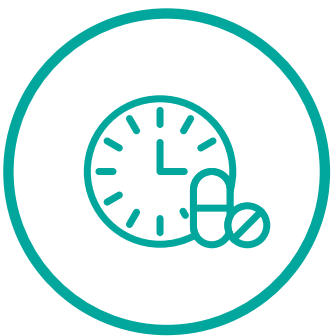


Manage Your Health



Know Your Health Condition

Do you know that if you're 40 years old and above, you're advised to check on your BMI (Body Mass Index) once a year and your blood pressure once every 2 years⁷? Regular health screenings can help identify if you've any chronic medical condition that needs to be managed with medications or therapy.



Stop Work When You're Unwell

When you're not feeling well, don't just ignore it and keep working. Inform your colleagues or supervisor about it, as you're more likely to hurt yourself if you continue working. For additional guidelines⁸ on what to do if you're feeling unwell during this period, please visit the MOH's website⁹.



If you've any of the below symptoms, stop what you're doing in a safe manner and seek help immediately:

- Sudden giddiness
 - Feeling faint
 - Blurry vision
 - Unexplained cold sweats
- Sudden severe chest or abdominal pain
- Unexplained breathlessness or difficulty in breathing

⁷Health Promotion Board. (2020). Health Hub: What Is a Healthy Weight?

⁸⁹Ministry of Health. (2020). COVID-19 Resources.



Don't Keep Your Medical Condition a Secret

Have a medical condition that can affect your ability to carry out work safely? Let your team and supervisor know so that everyone can watch over you and ensure your safety.



Maintain Your Personal Hygiene

It's especially important that you wash your hands with soap and water for at least 20 seconds, before and after eating. Also, avoid sharing your utensils by using serving spoons for each dish that you're sharing. For additional guidelines¹⁰ on maintaining hygiene during this period, visit MOH website¹¹.



Manage Your Mental Stress

Mental well-being is key to your own productivity and a healthier you at work. Stress and anxiety are associated with many health problems such as high blood pressure and musculoskeletal pains. When you're stressed or anxious, your decisions and behaviour can be irrational, which may cause workplace accidents and injuries. If you're facing any issues, instead of suffering in silence, speak to your supervisor to get help or find out about your mental well-being at iWorkHealth website¹².

The iWorkHealth is a web-based, self-administered tool to identify workplace stressors.

¹⁰¹¹Ministry of Health. (2020). COVID-19 Resources.

¹²Workplace Safety and Health Institute. (2019). iWorkHealth.

When you are fit, healthy and safe, you bring energy, positivity, and productiveness to the workplace. A healthy body and mind ensures that you can work both efficiently and effectively. Your well-being also ensures success for you and those around you. So take time to take care of yourself.

Sources:

¹SleepFoundation.org. (2015). National Sleep Foundation Recommends New Sleep Times. <https://www.sleepfoundation.org/press-release/national-sleep-foundation-recommends-new-sleep-times>

²Health Promotion Board. (2020). Health Hub: Plan Your Meals with My Healthy Plate. <https://www.healthhub.sg/live-healthy/1332/plan-your-meals-with-my-healthy-plate>

³Health Promotion Board. (2020). Health Hub: Questions on Smoking, Tobacco Use and Health. https://www.healthhub.sg/live-healthy/597/questions_smoking

⁴The Straits Times (8 October, 2018). Alcohol Abuse Worse Among Younger People. <https://www.straitstimes.com/singapore/alcohol-abuse-worse-among-younger-people>

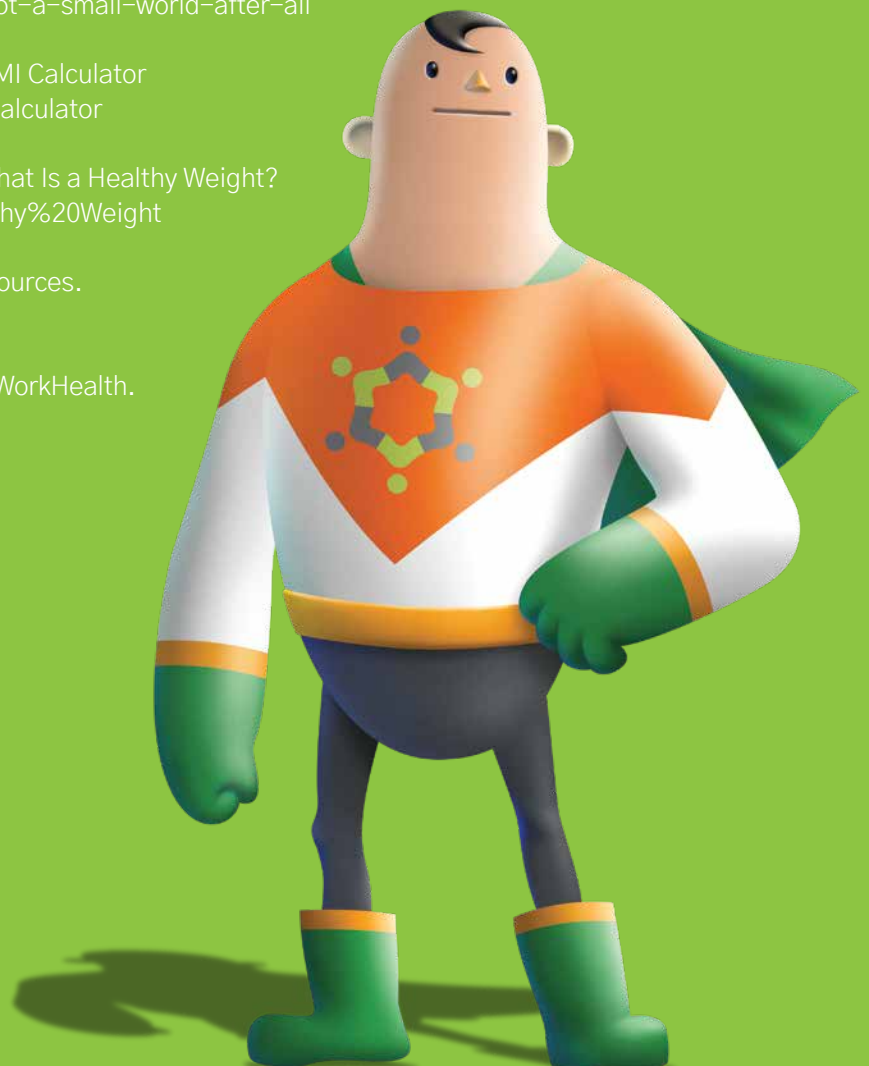
⁵Health Promotion Board. (2020). Health Hub: Obesity in Singapore: It's Not a Small World. <https://www.healthhub.sg/live-healthy/764/its-not-a-small-world-after-all>

⁶Health Promotion Board. (2020). Health Hub: BMI Calculator <https://www.healthhub.sg/programmes/93/bmi-calculator>

⁷Health Promotion Board. (2020). Health Hub: What Is a Healthy Weight? <https://www.healthhub.sg/live-healthy/410/Healthy%20Weight>

⁸⁹¹⁰¹¹Ministry of Health. (2020). COVID-19 Resources. <https://www.moh.gov.sg/covid-19/resources>

¹²Workplace Safety and Health Institute. (2019). iWorkHealth. <https://www.iworkhealth.sg>



Simply scan the QR code here or click on the link below to play this fun quiz:



Want to hear more about improving health and safety at work? Visit our campaign website at www.taketimetotakecare.sg and leave your email with us to receive safety and health-related tips and information.



**TAKE TIME
TO TAKE CARE**
of your **SAFETY** and **HEALTH**

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www.taketimetotakecare.sg