



Work in tune with life

Template Model of Good Practice 1

Work in tune with life **contact person (NCO):**

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A. Identification and Motivation

General information about the MOGP company:

Name of organization	MOL Hungarian Oil and Gas Company
Address	H-1117, Október huszonharmadika u. 18.
City	Budapest
Country	Hungary
Contact person (name/function)	Dr. István Miniska
Email address	iminiska@mol.hu
Telephone number(s)	+36 30 9563 670
Website	www.mol.hu
Sector	Manufacturing
Number of employees	5600

(When the company does not want to provide this information a reference to the NCO will be made, which will support the connection to the company if necessary)

**Motivation (max. 100 words)**

Why has this company been selected as MOGP?

What is special for this MOGP?

How many points the company scores on the on line assessment tool?

Max. 100 words:

Mental health promotion at MOL is embedded in complex health promotion. Before launching the programme, pilot projects and scientifically established surveys were implemented. Based on these, action plans and efficient methods of implementation were developed.

Working groups that form the target group of the stress management programme are chosen through a full scale psycho-social risk assessment.

A white book on rehabilitation was developed.

Besides mental health, other health promotion activities are ongoing as well, e.g. the successful STEP programme, launched in 2006, which won the award of the Best European Workplace Health Promotion Practice of ENWHP (Move Europe).

MOL scored 95 points on the online assessment tool.

B. Policy and Culture (max. 300 words)

Please explain how the **health policy** in the company is organized.

Clarify the approach and the reason why a health policy/initiative was initiated.

Indicate how **mental health is integrated/linked** to this general health policy: Conditions fulfilled concerning the integration; mental health part of mission statement; mental health incorporated in organizations' strategies; systems and processes; specific targets on mental health promotion; comprehensive approach of Workplace mental health promotion (WMHP); management involvement.

Max. 300 words:

The MOL Group Occupational Health Policy forms a thematic part of the MOL Group Health Protection, Security Technology and Environmental Policy (HSE), which was developed in 2004 with a broad consensus between employers and employees. Its signatories are the chairman-managing director and the managing director, showing the commitment of the management.

The MOL Group Health Protection Policy forms an inseparable part of the MOL Group's managing philosophy. With the aim of contributing to Sustainable Development (SD), its most important goals are providing high level workplace health protection, and improving the general state of health and quality of life of employees, especially with regards to target groups most in need.

MOL pays special attention to prevention, health promotion and high level health education to improve individual skills and competencies and promote the means of health friendly employee behaviour and commitment towards one's own health.

The HSE Policy, including Health Protection Policy is implemented within the HSE Management System. Point 8 of it summarizes the health protection and prevention strategy, which includes targets of mental health, as well. Two group level regulations are connected to this point: the Occupational Health Management System (workplace risk assessment, system of medical recruitment examinations, tackling health dangers, ergonomic risk management, system of work psychology examinations, emergency care and psycho-social risk management); and the Workplace Health Promotion Regulation (the MOL Group Workplace Health Promotion Programme, called STEP).

Workplace psychological risk assessment and management takes place within the Occupational Health Management System. As MOL Group gives special priority to occupational health, health



promotion and mental health issues, a full time counsellor doctor has been employed since 2007.

The policy is included in the annual Sustainable Development Report, in the annual MOL Report and takes a form of global regulation, as well.

C. Organisation and Structure (max. 200 words)

Who is in charge of and/or involved in the organisation and support of the mental health promotion initiatives?

And are these persons acquainted with the mental health topic?: Specific work group; composition of the group; training on mental health; resources etc.

Max. 200 words:

Health protection, work safety, environmental protection and HR experts, trade unions, the works council and its employees took part in formulating the HSE policy. Development of strategic objectives takes place in the Health Protection and Security Technology Panel, consisting of experts of work safety and security technology. Following the approval of their recommendations by the central management meeting of SD and HSE, practical activities are developed by the leaders of the company HSE Committee and SD and HSE leaders of the business units.

The COHESIO project (Compliance with Occupational Health of the Ergonomics and Stress Identification Optimum) focuses on mental health. Estimated costs of it are presented to the company's Investment Committee (IC) for approval, which audits spending of resources.

Members of the COHESIO project steering group – some of them having a degree and experience in health care or psychology – are as follows:

- Mol Group SD and HSE Director
- MOL Group Compliance Leader
- Project Manager
- Human Resource Leader for Education
- SD and HSE leaders of business units and affiliated companies
- Experts of SD and HSE Central Organisation
- Work safety representatives

Their duty is project management and audit of project implementation every three months.

D. Implementation and Strategy (max. 400 words)

How does the company handle the planning of the initiatives concerning mental health promotion? Who is involved in the planning and implementation of these initiatives? Is the planning linked to a needs assessment? Please explain.

Please describe the initiatives and measures on mental health promotion that were taken in the company: what kind of workplace mental health activities were carried out?

- Promotion of mental health
- Prevention of mental health problems
- Dealing with (workers with) mental health problems at work
- (Re) integration of workers with mental health problems

Max. 400 words:

In the preparation phase of the mental health promotion project COHESIO, a stress management



pilot programme was implemented and several, scientifically sound situation analyses among employees were conducted (e.g. health attitude examination, heart rate variability and sleep quality examination of shift workers) which served as a basis of the mental health promotion strategy and objectives.

The project (approved in 2010), aims to integrate workplace stress management and ergonomic risk management into MOL Occupational Health Management System. The aim of workplace psychic stress management is to reduce the workplace psychic burden of MOL employees in those jobs, where the workplace psycho-social risk assessment showed medium or high level risk.

The Equal Opportunity Plan (EOP) of the company was written and is monitored by the Human Resource Department, in cooperation with trade unions and interested co-organisations. During the preparation phase, existing practices were evaluated and employees were interviewed about the equal opportunity issues through an on-line questionnaire. The Plan includes a quantitative situation analysis about the workforce, with special focus to the target groups concerned (e.g. young mothers, parents raising children, less able workers and/or disabled employees etc.) and an action plan for 2010-2012 about the measures promoting the integration and mental-spiritual satisfaction of these groups. It declares the priority of non-typical employment forms (not for physical workers, e.g. part-time work, teleworking, flexible working hours).

The Code of Conduct and the EOP both describe an anonymous procedure for the examination of insults suffered by employees, stopping unlawful behaviour, and preventing stress and mental indignity resulting from these.

The company has recently developed a rehabilitation system which is summarized in its White Book of Rehabilitation.

Regular fora enable employees to express their opinion and ask questions about issues influencing their everyday life (e.g. wages, working-clothes, working time, and working environment).

The workplace health promotion programme called “STEP – take a step for your health”, was launched in 2006. It aims to improve the general state of health of the workforce, through creating preconditions for employees to take greater responsibility for their own health. The project has three, two years long phases, with the following elements: individual health plan, screenings, physical activities, communication, healthy nutrition and programmes helping quitting smoking.

To promote the reintegration after maternity leave, MOL is working on developing an information website which offers up to date information (e.g. job advertisements, trainings) for young mothers to help re-entering the labour market. For colleagues raising children they provide 2 days unpaid leave per children, i.e. max 6 days per year.



E. Evaluation and Lessons Learned (max. 300 words)

Please describe how the mental health promotion initiatives are being evaluated in your organization. Who is involved in the evaluation and how are the results communicated?

- What are the results?
- What are the lessons learned from the mental health activities: success factors; barriers and ways to overcome

Max. 300 words:

Since the COHESIO programme has started in 2010, there are no evaluation results available yet. Therefore, we describe the results of situation analyses prior to the project:

According to the results of a health attitude survey conducted with 500 blue and white collar workers, 96% of the respondents describe good state of mind as a basis of good health. The majority of them regard balance, calm and harmony as the most important features of health. Demands on the employer are about the reduction of workplace stress in 84%.

As a result of a pilot stress management training for 25 shift workers and a control group, general well-being and control over own work has grown, perceived stress, anxiety, the workplace demand / control quotient, physical symptoms, hostility and exhaustion have lessened.

The so called SHIFT project included heart rate variability examination and sleep diagnostics which showed higher workplace psychic burdens in case of shift workers, compared to members of the control group. Results of sleep diagnostics show that 68% of shift workers have sleeping problems compared to 42% among the control group.

In the second phase of the STEP programme, the total rate of participation was 62%, by which one of the aims of the project is achieved. Absence rate reduced to 2% in 2009. Number of employees participating in voluntary screening was more than 7500. 250 MOL employees and 400 family members took part in different physical activity programmes. Nearly 1500 employees took part in organized sport activities. 3000 employees and approx. 2000 family members took part in MOL events (Summer Party, Regional Family Days).

In the third phase of STEP the targeted employee participation rate is 75%. MOL strives to further decentralise STEP programmes of physical activity, and plans to introduce a new index: the frequency of participation at WHP programs.