



# Needs Analysis: Organisational Context Questionnaire



## Introduction

The organisational context questionnaire assesses the context and your organisation's approaches to workers' mental health and well-being. This survey should be completed by HR or administrative personnel who have an overview of the organisation's programmes, practices, and policies regarding mental health and well-being. The information given should focus on objective facts and be reported when interventions will be suggested at the stakeholder meeting.

## *Policies, Programmes, and Practices*

Do you focus on changing how work is designed, organised, and managed in order to promote mental health and well-being at your organisation?

- If so, what measures do you have for promoting mental health and preventing mental health problems in your organisation? (e.g., campaigns, actions, meetings, surveys, promotion of resources and well-being, reducing demands).



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<p>Do you have specific policies, practices, and/or initiatives for vulnerable groups regarding mental health issues? (e.g., age, gender).</p>	
<p>Can you briefly and concisely describe the benefits available to workers related to mental health and well-being (e.g., social gatherings, gym, childcare benefits, wellness programs, remote working options, flexible work schedules, availability of healthy food, etc.)?</p>	
<p>Have any measures been taken to minimise stigma regarding mental health at your organisation?</p> <ul style="list-style-type: none"><li>• If so, which measures are taken to prevent stigma in your organisation? (e.g., interventions, surveys).</li></ul>	



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<p>Which internal communication and information channels do you have in your organisation in relation to mental health and well-being? Please list (two-way meetings, digital platforms, intranet, e-mail, boards, etc.).</p>	
<p>Are there any other issues not yet mentioned that could be significant risk factors for mental health at work?</p>	
<p>Can you please describe the significant organisational changes implemented or occurred in your organisation/department/unit in the last three years? (e.g., management-related changes, downsizing, lay-offs, structural changes, changes in work tasks, location and schedules, large turnover, equipment/technology, environment, etc.).</p>	



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Can you please provide a list of planned organisational changes (e.g., changes related to management, downsizing, lay-offs, structural changes, changes in work tasks, location and schedules, equipment/technology, environment, etc.) or interventions (e.g., campaigns, actions, initiatives) in your organisation/department/unit?