# Top Tips for staying Mentally Healthy in the Workplace

01

### Take a break

Make sure you take your lunch breaks and eat away from your desk as much as possible.

Taking your breaks is important for both your physical & mental health. It allows you to have downtime to refresh, de-stress and rest.

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#### Start a to-do list

At the end of each day, go over your list & write a new list for the next day. When your thoughts are down on paper, you'll find it easier to switch off from work

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#### Reach out

Contact one of our Mental Health
First Aiders if you need help.
You can find the details of all our
Mental Health First Aiders in People
HR (under documents) or email
support@paretofm.com

### Take your mobile for a walk.

It can be difficult to get your steps in some days, each time your phone rings, take it as a cue to get up and get moving. A 5min pace down the corridor can help achieve your daily goal!

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## Eat well & stay hydrated.

Always keep a bottle of water on your desk to stay hydrated throughout the day. This can help reduce your chances of headaches and migraines.

## SUPPORTING MENTAL HEALTH AT WORK

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## Play to your strengths

Making use of your skills at work fosters a sense of self-efficacy, which in turn increases your confidence and self-esteem. Two important factors in stabilizing mental health.

#### Unplug

We know in our industry there will always be times when we need to go above and beyond for our teams and customers. Remember, it is important to unplug as much as you can. Focus on prioritising and organising your workload in a way that allows you to embrace your non-working hours fully!

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Pareto FM Mental Health First Aiders

#### Get in touchsupport@paretofm.com

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## SUPPORTING MENTAL HEALTH AT WORK