



prioritising organisational stress

The following exercise aims to identify any sources of pressure in your organisation. This will allow the priority issues to be identified and action taken accordingly. All responses will be anonymous so there is no need to put your name on it.

For larger organisations it is sometimes useful to split the organisation into groups as the sources of pressure may vary across departments/work areas. The person coordinating the assessment within your organisation will advise you of these groupings.

Question		Answer				
What is today's date?						
If the organisation has been divided into categories for the purpose of this exercise, please indicate which group(s) you belong to in each category (as advised by the coordinator)		A				
		B				
No	Statement	Response				
1	I am clear what is expected of me at work	Never	Seldom	Sometimes	Often	Always
2	I can decide when to take a break	Never	Seldom	Sometimes	Often	Always
3	Different groups at work demand things from me that are hard to combine	Never	Seldom	Sometimes	Often	Always
4	I know how to go about getting my job done	Never	Seldom	Sometimes	Often	Always
5	I am subject to personal harassment in the form of unkind words or behaviour	Never	Seldom	Sometimes	Often	Always
6	I have unachievable deadlines	Never	Seldom	Sometimes	Often	Always
7	If work gets difficult, my colleagues will help me	Never	Seldom	Sometimes	Often	Always
8	I am given supportive feedback on the work I do	Never	Seldom	Sometimes	Often	Always
9	I have to work very intensively	Never	Seldom	Sometimes	Often	Always
10	I have a say in my own work speed	Never	Seldom	Sometimes	Often	Always
11	I am clear what my duties and responsibilities are	Never	Seldom	Sometimes	Often	Always
12	I have to neglect some tasks because I have too much to do	Never	Seldom	Sometimes	Often	Always
13	I am clear about the goals and objectives for my department	Never	Seldom	Sometimes	Often	Always
14	There is friction or anger between colleagues	Never	Seldom	Sometimes	Often	Always
15	I have a choice in deciding how I do my work	Never	Seldom	Sometimes	Often	Always
16	I am unable to take sufficient breaks	Never	Seldom	Sometimes	Often	Always
17	I understand how my work fits into the overall aim of the organisation	Never	Seldom	Sometimes	Often	Always
18	I am pressured to work long hours	Never	Seldom	Sometimes	Often	Always
19	I have a choice in deciding what I do at work	Never	Seldom	Sometimes	Often	Always
20	I have to work very fast	Never	Seldom	Sometimes	Often	Always
21	I am subject to bullying at work	Never	Seldom	Sometimes	Often	Always
22	I have unrealistic time pressures	Never	Seldom	Sometimes	Often	Always
23	I can rely on my line manager to help me out with a work problem	Never	Seldom	Sometimes	Often	Always
24	I get the help and support I need from colleagues	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
25	I have some say over the way I work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
26	I have sufficient opportunities to question managers about change at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
27	I receive the respect at work I deserve from my colleagues	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
28	Staff are always consulted about change at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree

No	Statement					
29	I can talk to my line manager about something that has upset or annoyed me at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
30	My working time can be flexible	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
31	My colleagues are willing to listen to my work-related problems	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
32	When changes are made at work, I am clear how they will work out in practice	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
33	I am supported through emotionally demanding work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
34	Relationships at work are strained	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
35	My line manager encourages me at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
36	My work patterns/arrangements (e.g. hours, shifts) suit me	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
37	I feel my job is secure	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
38	I feel I am fairly paid for the work I do	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
39	The pace of change (whether too fast or too slow) is a source of pressure for me	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
40	I am happy with the non-monetary benefits I receive (e.g. pension, social events, annual leave entitlement)	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
41	I feel that my contribution is valued	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
42	The work environment is comfortable	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
43	The equipment I use is adequate to do my job	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
44	My work area is well designed and laid out for the job I do	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
45	I am clear who I report to	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
46	Recent incidents at work have been a source of pressure (e.g. threat of redundancy, death of a colleague, violence at work)	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
47	I receive positive feedback when I do a job well	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
48	I lack the skills I need to do my job	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
49	I am concerned about my safety at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
50	I am concerned about my health at work	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
51	The welfare facilities are adequate (e.g. toilets, wash facilities etc)	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
52	I receive the training I need to do my job	Strongly disagree	Disagree	Neutral	Agree	Strongly agree

No	Statement					
53	I am involved in decisions made by my team / function	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
54	The type of work I do is emotionally distressing	Never	Seldom	Sometimes	Often	Always
55	I find the work I do repetitive and boring	Never	Seldom	Sometimes	Often	Always
56	Senior managers are supportive of employees	Never	Seldom	Sometimes	Often	Always
57	I am unfairly treated	Never	Seldom	Sometimes	Often	Always
58	I am consulted about organisational policies and decisions	Never	Seldom	Sometimes	Often	Always
59	I am informed of organisational policy and decisions	Never	Seldom	Sometimes	Often	Always
60	I am informed of decisions within my team or function	Never	Seldom	Sometimes	Often	Always
61	I work more than 48 hours per week	Never	Seldom	Sometimes	Often	Always
62	Pressure at work causes me to come to work when I am not well enough to work	Never	Seldom	Sometimes	Often	Always
63	Pressure at work causes me to do my job less well	Never	Seldom	Sometimes	Often	Always
64	I have taken time off due to pressure at work	Never	Seldom	Sometimes	Often	Always
65	I have considered leaving this organisation due to pressure at work	Never	Seldom	Sometimes	Often	Always
66	Pressure at work has affected my health whilst working in this organisation	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
67	Morale is low in this organisation	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
68	It is important to establish the main issues and also to identify anything that is not covered in the questions above. In order to do this, please indicate below the three main sources of pressure at work for you.					
	1					
	2					
	3					

Thank you for completing this questionnaire