

## **“Tips for managers”**

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### **Suggestions for managers after a workplace critical event**

- Take care of your own people first.
- Take steps to reduce the source of the stress.
- Communicate with your employees.
- Encourage teamwork and cooperation.
- Set clear work standards.
- Modify office rules and procedures that are counterproductive after a disaster.
- Take steps to prevent accidents and illness.
- Prevent overwork and exhaustion.
- Make it clear that this is a difficult period, and it's okay to share feelings of anxiety, fatigue or frustration.
- Acknowledge the value of professional counseling, and encourage your employees to get whatever help they need.
- Provide opportunities for employees to talk about their stressful experiences. Remember that the EAP is a resource.
- Don't underestimate the impact of stress on you as an individual. Take care of yourself, too.

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