

## Services to Support Healthy Workplaces in Grampian

### How to use this guide

This guide contains lists of local and national organisations, websites, services and resources that may assist you to achieve your Healthy Working Lives (HWL) award. It has been organised into the main subject areas for the award:

- Occupational Health and Safety [go to](#)
- Health Needs Assessment [go to](#)
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The list is not an endorsement or guarantee of quality, but has been developed in good faith. Please contact the Workplace Team,\* if you find any of the recommendations to be unhelpful or inappropriate, or if any of the information is inaccurate. Please also contact us if you come across good services or resources that could be shared with other organisations taking part in the HWL programme.

The list is intended to be updated and added to on an ongoing basis and is therefore dated in the page header. You are advised to delete or destroy older versions as new ones are made available.

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<b>Occupational Health and Safety</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing procedures and action plans, and check them against the criteria. Alert the responsible person(s) if they require updating, official review etc Look at what training is taking place and what planning and recording is going on around this</i>
<b>Healthy Working Lives (Occupational Health &amp; Safety)</b> <a href="http://www.healthyworkinglives.com">www.healthyworkinglives.com</a>  Tel: 0800 019 2211	Will assist with any aspects of Occupational Health and Safety e.g. policies and action plans, training needs assessments, advice with compliance issues, links to specialist services. Small to medium-sized organisations can also request a free confidential workplace visit.
<b>The Health and Safety Commission (HSC)</b> <a href="http://www.hse.gov.uk">www.hse.gov.uk</a>	The HSC is responsible for health and safety regulation in Great Britain. The Health and Safety Executive and local government are the enforcing authorities who work in support of the Commission.
<b>The Health and Safety Executive (HSE)</b> <a href="http://www.hse.gov.uk">www.hse.gov.uk</a>  Tel: 0845 345 0055	The HSE website gives useful information including industry guidance, free leaflets, research reports and downloadable resources on all aspects of health and safety at work.
<b>Aberdeen City Council - The Occupational Health and Safety Enforcement Service</b> <a href="http://www.aberdeencity.gov.uk">http://www.aberdeencity.gov.uk</a>  Ivor Churcher Tel: 01224 523800	The aim of the OHS Enforcement service is to contribute to the maintenance and improvement of standards of occupational health and safety arising from work activities in the city. The principle responsibility is the inspection and audit of businesses, but also to investigate complaints and reported accidents related to workplaces.

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<b>Health Needs Assessment</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at any appropriate (check with your workplace (WP) advisor) health needs assessments that will be less than 3 years old at assessment stage as you can include these.</i>
<b>NHS Grampian Workplace Services</b>  Workplace Team Health Promotion Programme Summerfield House 2 Eday Road Aberdeen  Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	A Health Needs Assessment Questionnaire is provided free of charge using an online survey tool (Survey Monkey).  Contact your WP Advisor for further details and guidance.

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<b>Health Information and Activities</b>	
Organisation and contact details	Service description
<b>NHS Grampian Workplace Services</b> Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	<ul style="list-style-type: none"> <li>• Awareness raising workshops on <i>drugs and alcohol, healthy eating, mental health and wellbeing, physical activity, her health, his health, travel health, oral health, and tobacco</i> *travel health and tobacco sessions free of charge</li> <li>• Training for managers and supervisors on <i>drugs and alcohol and mental health</i></li> <li>• Health and Lifestyle appraisals</li> <li>• Health Fairs</li> <li>• Offshore services</li> <li>• FREE NHS Grampian Smoking Advice Service (Tel: 0500 600 332)</li> </ul>
<b>NHS Grampian Resources Direct</b> <a href="http://www.nhsghcpat.org/">www.nhsghcpat.org/</a> Tel: 01224 558638 Email: <a href="mailto:jamesnorman@nhs.net">jamesnorman@nhs.net</a>	Extensive range of materials including leaflets, booklets, training packs, posters and videos covering a comprehensive list of health related topics. Membership is free to Voluntary and Public Sector organisations (restrictions may apply) and all organisations with fewer than 50 employees. There is a sliding scale of charges for commercial organisations with over 50 employees.
<b>HI-NET</b> <a href="http://www.hi-netgrampian.org/">www.hi-netgrampian.org/</a>	HI-NET (Grampian Health Improvement Network) is an interactive website designed to improve communication and information sharing among people from all walks of life, who are interested in the health of people living in Grampian and how it can be improved.
<b>Health Scotland</b> <a href="http://www.healthscotland.com">www.healthscotland.com</a> Tel: 0131 536 5500	Health events calendar. Health information (some downloadable), national campaigns etc
<b>Take Life On</b> <a href="http://www.takelifeon.co.uk">www.takelifeon.co.uk</a>	Here you'll find out about healthy eating and physical activity, and how small changes can lead to big benefits. Information, quizzes, recipes etc
<b>NHS 24</b> <a href="http://www.nhs24.com/">www.nhs24.com/</a> Tel: 08454 242424	The Health Library has everything you need to know about illnesses, tests, treatments, operations and services. There is also a directory of local services.

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### Example Topics:

<b>Coronary Heart Disease</b>	
Organisation and contact details	Service description
<b>British Heart Foundation</b> <a href="http://www.bhf.org.uk/">www.bhf.org.uk/</a> Tel: 08450 708070	The website has information on heart disease, tips on preventing heart disease including healthy eating and keeping active, resources and information on national campaigns such

	as 30 a Day, Doubt Kills, Food Labelling, Food4Thought, Help a Heart and The Beat.
<b>Healthy Heart Programme</b> <a href="http://www.heartpro.co.uk/">www.heartpro.co.uk/</a>	The Healthy Heart Programme is a service designed to help individuals look after their hearts by understanding their heart health profile and risk factors, and provide them with useful information, actions and incentives for leading a more heart friendly lifestyle.

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<b>Oral Health</b>	
Organisation and contact details	Service description
<b>British Dental Foundation</b> <a href="http://www.dentalhealth.org.uk/">www.dentalhealth.org.uk/</a>	The British Dental Foundation aims to improve awareness of, and access to, the means of maintaining better oral health, particularly amongst disadvantaged groups such as those on lower incomes, the disabled, the elderly and ethnic minorities. Downloads and information leaflets available.
<b>National Smile Month</b> <a href="http://www.nationalsmileweek.org/">www.nationalsmileweek.org/</a>	National Smile Month advocates the importance of self care, choosing healthy food, and visiting the dentist regularly. The website has lots of information on better oral health, and downloadable resources to help organise an event.
<b>Mouth Cancer Awareness Week</b> <a href="http://www.mouthcancer.org/">www.mouthcancer.org/</a>	The website has information on the prevention and symptoms of mouth cancer, a range of free resources and fundraising ideas.
<b>Colgate World of Care</b> <a href="http://www.colgate.com/app/Colgate/US/HomePage.cvsp">www.colgate.com/app/Colgate/US/HomePage.cvsp</a>	This website provides a variety of patient guides, leaflets and training materials with visual images to help patients understand their treatments.
<b>Wrigley's Better Oral Health</b> <a href="http://www.betteroralhealth.info/">www.betteroralhealth.info/</a>	The website is dedicated to providing advice and information on oral care and maintaining a healthy, bright smile.
<b>British Dental Association</b> <a href="http://www.bda.org/">www.bda.org/</a>	The British Dental Association is the professional association and trade union for dentists in the UK. The public section of the website has information on dentistry for a range of age groups.

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<b>Alcohol</b>	
Organisation and contact details	Service description
<b>Alcohol Concern</b> <a href="http://www.alcoholconcern.org.uk/servlets/home">www.alcoholconcern.org.uk/servlets/home</a>  E-mail: <a href="mailto:contact@alcoholconcern.org.uk">contact@alcoholconcern.org.uk</a> Tel: 020 7264 0510	Alcohol Concern is the national agency on alcohol misuse. They work to reduce the incidence and costs of alcohol-related harm and to increase the range and quality of services available to people with alcohol-related problems. The website has downloadable factsheets, a bookshop, a library and a local alcohol services guide. In addition information is available on Alcohol Awareness Week. Alcohol Concern also

	operates a consultancy and training unit which can provide Drugs and Alcohol in the Workplace training.
<b>Alcohol Focus Scotland</b> <a href="http://www.alcohol-focus-scotland.org.uk/">www.alcohol-focus-scotland.org.uk/</a>  Email: <a href="mailto:enquiries@alcohol-focus-scotland.org.uk">enquiries@alcohol-focus-scotland.org.uk</a> Tel: 0141 572 6700	Alcohol Focus Scotland is Scotland's national alcohol charity. Their main aims are to promote a responsible attitude to drinking in Scotland and to reduce the effects of alcohol misuse on all those affected by their own or another's drinking. Alcohol Focus Scotland is the umbrella organisation for local councils on alcohol. The website has a range of leaflets, factsheets and other materials, training workshops, and information on local alcohol services.
<b>Alcohol Information Scotland</b> <a href="http://www.alcoholinformation.isdscotland.org/">www.alcoholinformation.isdscotland.org/</a>	The Alcohol Information Scotland website provides a wide range of information on alcohol for Scotland. This includes statistics, research, publications, key policy documents and practice guidelines as well as links to useful websites.
<b>Alcohol Support Ltd</b> <a href="http://www.alcoholsupport.co.uk/">www.alcoholsupport.co.uk/</a>	This organisation is the merged voluntary organisation of Albyn House Association Ltd and Alcohol Advisory and Counselling Service (AACS). They aim to provide a range of support services for anyone with an alcohol problem and those affected by someone else's alcohol problem.
<b>InfoScotland.com Alcohol</b> <a href="http://www.infoscotland.com/alcohol/">www.infoscotland.com/alcohol/</a>	The Scottish Government Public Alcohol website. Provides information and resources for the public and practitioners on alcohol issues concerning culture, relationships, work, health and the law.
<b>Institute of Alcohol Studies</b> <a href="http://www.ias.org.uk/">www.ias.org.uk/</a>	The Institute of Alcohol Studies is an independent organisation with the broad aim of increasing awareness of alcohol related issues in society. The website has downloadable factsheets on a range of alcohol issues.
<b>Brake</b> <a href="http://www.brake.org.uk/">www.brake.org.uk/</a>	A road safety charity that has developed a useful DVD resource warning of dangers of alcohol & driving. Website contains short films which can be downloaded.
<b>Alcohol Know Your Limits</b> <a href="http://www.units.nhs.uk/">www.units.nhs.uk/</a>	A NHS Campaign to raise awareness of what constitutes a unit and the dangers of exceeding the recommended unit guidelines.
<b>Alcoholics Anonymous</b> <a href="http://www.alcoholics-anonymous.org.uk/">www.alcoholics-anonymous.org.uk/</a>	Support for people who suffer from alcoholism.
<b>Drink Aware</b> <a href="http://www.drinkaware.co.uk/">www.drinkaware.co.uk/</a>	Drinkaware is an independent charity that aims to change the UK's drinking habits for the better. They promote responsible drinking and find innovative ways to challenge the national drinking culture and tackle alcohol misuse. They also work with organisations and individuals across the UK, providing accessible

	information about alcohol and its effects to employers.
<b>Check My Lifestyle</b> <a href="http://www.checkmylifestyle.com/">www.checkmylifestyle.com/</a>	<p>An online resource developed by Health at Work, NHS Greater Glasgow and Clyde where you can answer questions about your current lifestyle and see if you are doing enough to lead a healthy and active lifestyle. Choose from the list of health topics, including mental health, physical activity, healthy eating, alcohol and smoking. Once you have finished the questionnaire, you will receive your own personal report. If your results show that you are already leading a healthy and active lifestyle, then congratulations, keep all your good work going. If however, you think there may be particular areas where you can improve your lifestyle for the better, then why not try out the 'change something' section of the website. There are also links to other websites.</p>

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<b>Drugs</b>	
Organisation and contact details	Service description
<b>DrugScope</b> <a href="http://www.drugscope.org.uk/">www.drugscope.org.uk/</a>  Email: <a href="mailto:info@drugscope.org.uk">info@drugscope.org.uk</a> Tel: 020 7520 7550	<p>DrugScope's aim is to inform policy development and reduce drug-related risk. They provide quality drug information, promote effective responses to drug taking, undertake research at local, national and international levels, advise on policy-making, encourage informed debate and speak for our member organisations working on the ground. DrugScope is supported by a variety of organisations, including Government, EU, Trusts and Foundations.</p>
<b>Know the Score</b> <a href="http://www.knowthescore.org/">www.knowthescore.org/</a>  Helpline: 0800 587 587	<p>Information and advice about drugs and the effects of drugs. The website has lots of downloadable resources.</p>
<b>Re-Solv</b> <a href="http://www.re-solv.org/">www.re-solv.org/</a>	<p>Re-Solv is a national charity dedicated to the prevention of solvent and volatile substance abuse. The website has lots of publications, fact sheets and an online training course.</p>
<b>Talk to Frank</b> <a href="http://www.talktofrank.com/">www.talktofrank.com/</a> Tel Helpline: 0800 776600	<p>A source of reliable and credible drug information, effects, risks and sources of help on a UK wide level.</p>
<b>Drugs- What Every Parent Should Know</b> <a href="http://www.healthscotland.org.uk/drugs/">www.healthscotland.org.uk/drugs/</a>	<p>This guide lets you know the facts about drugs and how they are used. The information can help parents decide what you want to discuss about drugs with their teenage children and how and when to do it.</p>
<b>Drug Misuse Information Scotland</b> <a href="http://www.drugmisuse.isdscotland.org/">www.drugmisuse.isdscotland.org/</a>	<p>This site provides information, statistics and research on drugs misuse in Scotland.</p>

<p><b>Scottish Drugs Forum</b>  <a href="http://www.sdf.org.uk/">www.sdf.org.uk/</a></p> <p>Tel: 0141 221 1175          Email: <a href="mailto:enquiries@sdf.org.uk">enquiries@sdf.org.uk</a></p>	<p>Scottish Drugs Forum (SDF) is the national non-government drugs policy and information agency working in partnership with others to co-ordinate effective responses to drug use in Scotland. SDF aims to support and represent, at both local and national levels, a wide range of interests, promoting collaborative, evidence-based responses to drug use.</p>
<p><b>Drugs Action</b>  <a href="http://www.drugsaction.co.uk/">www.drugsaction.co.uk/</a></p> <p>Tel Helpline: 01224 594700</p>	<p>Daily Dose aims to provide the information, support and tools that people require to help them overcome or reduce their substance use problem; improve the quality of services in the community provided to people with a substance use problem and their families and carers and raise awareness and understanding of substance misuse, the problems it creates and the ways to deal with these problems.</p>

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<b>Tobacco</b>	
Organisation and contact details	Service description
<p><b>NHS Grampian Smoking Advice Service</b>            Freephone Tel: 0500 600 332            Email: <a href="mailto:grampiansas@nhs.net">grampiansas@nhs.net</a></p> <p><a href="http://www.nhsgrampian.org/nhsgrampian/gra_display.jsp?pContentID=726&amp;p_applic=CCC&amp;p_service=Content.show&amp;">www.nhsgrampian.org/nhsgrampian/gra_display.jsp?pContentID=726&amp;p_applic=CCC&amp;p_service=Content.show&amp;</a></p>	<p>NHS Grampian provides a smoking cessation service which is free and available to all smokers in Grampian who want to give up. The service can provide different levels of support. This could range from a brief discussion to participating in a structured smoking cessation programme. The Smoking Advice Service has a dedicated Smoking Cessation Advisor for Workplaces. The advisor can visit workplaces to provide information and awareness raising sessions and to deliver smoking cessation support sessions to employees. Sessions are arranged over a 6 week period and are free of charge.</p>
<p><b>ASH- Action on Smoking and Health</b>  <a href="http://www.ash.org.uk/">www.ash.org.uk/</a></p>	<p>Action on Smoking and Health (ASH) is a campaigning public health charity that works to eliminate the harm caused by tobacco. The website has information on the health impacts of smoking and exposure to secondhand smoke. It also contains latest news, resources, law guide and information on the tobacco industry. There are also visual resources, where you can browse some of the gruesome imagery of tobacco related disease.</p>
<p><b>Clearing the Air Scotland</b>  <a href="http://www.clearingtheairscotland.com/">www.clearingtheairscotland.com/</a></p>	<p>Website gives information about the Smoking, Health and Social Care (Scotland) Act 2005 and legislation and how it will affect businesses and individuals. There is information on smoking trends, statistics and research reports. Resources include No Smoking signage and a smoking policy template.</p>

<p><b>NHS Go Smoke Free</b>  <a href="http://www.gosmokefree.nhs.uk/">www.gosmokefree.nhs.uk/</a></p> <p>Tel Helpline: 0800 022 4332</p>	<p>Online resource for advice, information and support to stop smoking and stay stopped.</p>
<p><b>NHS Health Scotland- You Can Stop Smoking</b>  <a href="http://www.canstopsmoking.com/">www.canstopsmoking.com/</a></p> <p>Tel Helpline: 0800 848484</p>	<p>Website has guidance for anyone who wants to stop smoking and also for those who want to understand why people smoke and how to support them in quitting. There are lots of downloadable resources.</p>
<p><b>Tobacco Factfile</b>  <a href="http://www.tobaccofactfile.org/">www.tobaccofactfile.org/</a></p>	<p>Presents key facts and data about tobacco. The Tobacco Control Resource Centre developed Tobacco FactFile in response to a growing need from researchers, doctors and national medical associations for an information tool with key facts about tobacco to assist in creating reports, policy documents, campaigning materials and for general interest.</p>
<p><b>Tobacco Free Kids</b>  <a href="http://www.tobaccofreekids.org/">www.tobaccofreekids.org/</a></p>	<p>American website that campaigns for Tobacco-Free Kids, fighting to reduce tobacco use and its devastating consequences in the United States and around the world. Resources include fact sheets and research reports.</p>
<p><b>TobaccoPedia</b>  <a href="http://www.tobaccopedia.org/">www.tobaccopedia.org/</a></p>	<p>On-line Tobacco encyclopedia.</p>
<p><b>GASP</b>  <a href="http://www.gasp.org.uk/">www.gasp.org.uk/</a></p>	<p>Shop for smoking education and tobacco control projects, helping smokers to stop smoking and campaigning for smokefree homes and enclosed places.</p>
<p><b>No Smoking Day</b>  <a href="http://www.nosmokingday.org.uk/">www.nosmokingday.org.uk/</a></p>	<p>Provides campaign resources for national No Smoking Day.</p>
<p><b>QUIT</b>  <a href="http://www.quit.org.uk/">www.quit.org.uk/</a></p> <p>Tel Helpline: 0800 00 22 00</p>	<p>QUIT aims to significantly reduce unnecessary suffering and death from smoking related diseases, and aim towards a smoke free UK future. To provide practical help, advice and support to all smokers who want to stop.</p>
<p><b>Tobacco Control Resource Centre</b>  <a href="http://www.tobacco-control.org/">www.tobacco-control.org/</a></p>	<p>Campaigns for effective tobacco control policies.</p>
<p><b>Tobacco Free Europe</b>  <a href="http://www.euro.who.int/tobaccofree">www.euro.who.int/tobaccofree</a></p>	<p>Tobacco-free Europe contributes to the reduction of tobacco use in the WHO European Region, and the harm caused by the use of tobacco products and by exposure to tobacco smoke.</p>
<p><b>Check My Lifestyle</b>  <a href="http://www.checkmylifestyle.com/">www.checkmylifestyle.com/</a></p>	<p>An online resource developed by Health at Work, NHS Greater Glasgow and Clyde where you can answer questions about your current lifestyle and see if you are doing enough to lead a healthy and active lifestyle. Choose from the list of health topics, including mental health, physical activity, healthy eating, alcohol and smoking. Once you have finished the</p>

questionnaire, you will receive your own personal report. If your results show that you are already leading a healthy and active lifestyle, then congratulations, keep all your good work going. If however, you think there may be particular areas where you can improve your lifestyle for the better, then why not try out the 'change something' section of the website. There are also links to other websites.

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<b>Breastfeeding</b>	
Organisation and contact details	Service description
<b>Health and Safety Executive New and Expectant Mothers Advice</b> <a href="http://www.hse.gov.uk/mothers/index.htm">www.hse.gov.uk/mothers/index.htm</a>	Information and guidance for employers and employees on aspects of the law and advice on the potential hazards/risks to expectant and new mothers.
<b>NHS- Breastfeeding</b> <a href="http://www.breastfeeding.nhs.uk/">www.breastfeeding.nhs.uk/</a>  Tel Helpline: 0844 2090920	The website has information and downloadable resources, including a leaflet on Breastfeeding and Work. There is information on National Breastfeeding Awareness week, and also information for new mothers on the benefits of breastfeeding, how to breastfeed and support and advice.
<b>The Breastfeeding Network</b> <a href="http://www.breastfeedingnetwork.org.uk/">www.breastfeedingnetwork.org.uk/</a>  Tel Helpline: 0844 4124664	The Breastfeeding Network (BfN) is a Scottish charity that aims to be an independent source of support and information for breastfeeding women and others.
<b>The International Baby-food Action Network</b> <a href="http://www.ibfan.org/english/resource00.html">www.ibfan.org/english/resource00.html</a>	IBFAN - the International Baby-Food Action Network - consists of public interest groups working around the world to reduce infant and young child morbidity and mortality. IBFAN aims to improve the health and well being of babies and young children, their mothers and their families through the protection, promotion and support of breastfeeding and optimal infant feeding practices.
<b>World Alliance for Breastfeeding Action</b> <a href="http://www.waba.org.my/">www.waba.org.my/</a>	The World Alliance for Breastfeeding Action (WABA) is a global network of organisations and individuals who believe breastfeeding is the right of all children and mothers and who dedicate themselves to protect, promote and support this right. WABA acts on the Innocenti Declaration and works in liaison with UNICEF.
<b>UNICEF UK Baby Friendly Initiative</b> <a href="http://www.babyfriendly.org.uk/">www.babyfriendly.org.uk/</a>  Email: <a href="mailto:bfi@unicef.org.uk">bfi@unicef.org.uk</a> Tel: 0844 801 2414	The Baby Friendly Initiative works with the health care system to ensure a high standard of care for pregnant women and breastfeeding mothers and babies.
<b>National Childbirth Trust</b> <a href="http://www.nct.org.uk/home">www.nct.org.uk/home</a>	The NCT (also known as the National Childbirth Trust) is UK's leading charity for parents. Every year they support thousands of

	people through the incredible life changing experience of pregnancy, birth and early parenthood.
<b>La Leche League</b> <a href="http://www.laleche.org.uk/">www.laleche.org.uk/</a>  Tel Helpline: 0845 1202918	La Leche League's Mission is to help mothers to breastfeed through mother-to-mother support, encouragement, information and education, and to promote a better understanding, of breastfeeding as an important element in the healthy development of the baby and the mother.
<b>Baby Milk Action</b> <a href="http://www.babymilkaction.org/">www.babymilkaction.org/</a>  Tel: 01223 464420	Baby Milk Action is a non-profit organisation which aims to save lives and to end the avoidable suffering caused by inappropriate infant feeding. Baby Milk Action works within a global network to strengthen independent, transparent and effective controls on the marketing of the baby feeding industry.

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<b>Sexual Health</b>	
Organisation and contact details	Service description
<b>Avert</b> <a href="http://www.avert.org/">www.avert.org/</a> Tel: 01403 210202	Avert is an international AIDS charity. Comprehensive HIV and AIDS education and information website.
<b>Caledonia Youth</b> <a href="http://www.caledoniayouth.org/">www.caledoniayouth.org/</a> Tel: 01382 229 613	Provides confidential support in both clinical and educational environments to enable all young people to make informed, responsible choices about their personal and sexual relationships.
<b>fpa</b> <a href="http://www.fpa.org.uk/">www.fpa.org.uk/</a> Tel Helpline: 0141 576 5088 (Scotland)	Provides confidential information and advice on contraception and sexual and reproductive health. You can also get details of family planning clinics, sexual health clinics and other sexual health services anywhere in the UK.
<b>LGBT Youth Scotland</b> <a href="http://www.lgbtyouth.org.uk/">www.lgbtyouth.org.uk/</a> Tel Helpline: 0845 113 0005	LGBT Youth Scotland is working towards the inclusion of lesbian, gay, bisexual and transgender young people in the life of Scotland. They provide a range of services and opportunities for young people, families and professionals which aim to increase awareness and confidence; as well as reducing isolation and intolerance.
<b>Stonewall</b> <a href="http://www.stonewall.org.uk/">www.stonewall.org.uk/</a> Tel: 0800 50 20 20	Stonewall focuses on the rights of lesbians, gay men and bisexuals and provides information regarding lobbying, research (for example on discrimination in the work place, homophobic violence and sex education) and has taken test legal cases that graphically challenge inequality (e.g. on the age of consent and lesbians and gays in the armed forces.)

<b>Terrance Higgins Trust</b> <a href="http://www.tht.org.uk/">www.tht.org.uk/</a> Tel Helpline: 0845 241 2151	Offers support to those living with HIV, those who know someone who is positive, or if you think you might be at risk. Offers direct services, information and face to face support.
<b>Brook</b> <a href="http://www.brook.org.uk/">www.brook.org.uk/</a>	Provides free and confidential sexual health advice and contraception to young people up to the age of 25.
<b>Healthy Gay Scotland</b> <a href="http://www.healthygayscotland.com/">www.healthygayscotland.com/</a>	Promotes sexual health and wellbeing of gay and bisexual men living in Scotland.
<b>National AIDS Manual</b> <a href="http://www.aidsmap.com/">www.aidsmap.com/</a>	Provides worldwide information and publications on HIV and AIDS worldwide.
<b>National AIDS Trust</b> <a href="http://www.nat.org.uk/">www.nat.org.uk/</a>	Charity that focuses on policy development and campaigning, challenging stigma and discrimination, lobbying and improving access to treatment. Coordinates the annual World AIDS Day campaign.

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### Cancer

<b>Bowel Cancer UK</b> <a href="http://www.bowelcanceruk.org.uk/">www.bowelcanceruk.org.uk/</a> Tel: 0131 225 5333 Advisory Service: 0800 840 3540	Bowel Cancer UK is a charity that aims to save lives by raising awareness of bowel cancer, campaigning for best treatment and care and providing practical support and advice.
<b>Breakthrough Breast Cancer</b> <a href="http://www.breakthrough.org.uk/">www.breakthrough.org.uk/</a> Tel: 08080 100 200	Breakthrough is a UK charity committed to fighting breast cancer through research, campaigning and education.
<b>Breast Cancer Care</b> <a href="http://www.breastcancercare.org.uk/">www.breastcancercare.org.uk/</a> Tel Helpline: 0808 800 6000	Breast Cancer Care's mission is to make a significant and meaningful difference to the lives of people affected by breast cancer or with breast health concerns through the provisions of high quality, innovative, responsive services and by campaigning for excellence in breast cancer treatment and care. They have recently launched the EMPLOY Charter which is Breast Cancer Care's guide to best practice in the workplace. There are downloadable resources available for employers and employees to support staff affected by breast cancer.
<b>British Lung Foundation</b> <a href="http://www.lunguk.org/">www.lunguk.org/</a> Tel Helpline: 08458 50 50 20	The British Lung Foundation is a UK charity working for everyone affected by lung disease. We focus our resources on providing support for people affected by lung disease today; and work in a variety of ways, including funding world-class research, to bring about positive change, to improve treatment, care and support for people affected by lung disease now and in the future.
<b>Macmillan Cancer Support / Cancerbackup</b> <a href="http://www.macmillan.org.uk/">www.macmillan.org.uk/</a> <a href="http://www.cancerbackup.org.uk/">www.cancerbackup.org.uk/</a>	Macmillan Cancer Support has merged with Cancerbackup. Their vision is for all people affected by cancer to have the information they want, when they want it. Macmillan develops and provides a wide range of medical, practical, emotional and financial services,

	including the distribution of information. Cancerbackup is the specialist cancer information charity, recognised as the UK's leading source of high-quality information on every cancer.
<b>Cancer Research UK</b> <a href="http://www.cancerresearchuk.org/">www.cancerresearchuk.org/</a>	UK charity dedicated to carry out world-class research to improve understanding of cancer and find out how to prevent, diagnose and treat different kinds of cancer; and help people to understand cancer, the progress we are making and the choices each person can make.
<b>Marie Curie Cancer Care</b> <a href="http://www.mariecurie.org.uk/">www.mariecurie.org.uk/</a>	A UK charity that provides care to terminally ill patients in the community and in their hospices along with support for their families.
<b>Mouth Cancer Awareness Week</b> <a href="http://www.mouthcancer.org/">www.mouthcancer.org/</a>	The website has information on the prevention and symptoms of mouth cancer, a range of free resources and fundraising ideas.
<b>Prostate Cancer Charity</b> <a href="http://www.prostate-cancer.org.uk/">www.prostate-cancer.org.uk/</a> Tel Helpline: 0800 074 8383	Fighting prostate cancer through research, support, information and campaigning.
<b>World Cancer Research Fund</b> <a href="http://www.wcrf-uk.org/">www.wcrf-uk.org/</a>	World Cancer Research is committed to preventing cancer. They fund cutting edge scientific research and provide people with the information they need to reduce their cancer risk.

### Violence and Aggression

<b>Andrea Adams Trust</b> <a href="http://www.andreaadamstrust.org/">www.andreaadamstrust.org/</a>	Charity operating as the focus for the diverse and complex problems caused by bullying behaviour in the workplace.
<b>Domestic Abuse Helpline</b> <a href="http://www.domesticabuse.co.uk">www.domesticabuse.co.uk</a>  Confidential Tel Helpline: 0800 027 1234	Scottish Government website to support women, men, children and young people affected by domestic abuse.
<b>Equality and Human Rights Commission</b> <a href="http://www.equalityhumanrights.com/">www.equalityhumanrights.com/</a>	Working to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society.
<b>Rape Crisis</b> <a href="http://www.rapecrisisscotland.org.uk/">www.rapecrisisscotland.org.uk/</a>  Tel Helpline: 08088 01 03 02	Provides free confidential support and information for women and girls who have experienced any form of sexual violence at any time in their lives.
<b>Scottish Women's Aid</b> <a href="http://www.scottishwomensaid.org.uk/">www.scottishwomensaid.org.uk/</a>	Organisation working towards the prevention of domestic abuse who campaign and lobby for effective responses to domestic abuse. They aim to ensure that women and children with experience of domestic abuse get the services they need. They also provide advice, information, training and publications.

**Physical Activity** [go to](#)

**Mental Health** [go to](#)

<b>Policy Development</b>	
Organisation and contact details	Service description
Your own	<i>Look at existing policies and check them against the criteria. Alert the responsible person(s) if policies require updating, official review etc</i>
<b>NHS Grampian Workplace Services</b> Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	Specific guides on how to design your own <i>alcohol and drugs</i> policy
<b>Healthy Working Lives (Occupational Health &amp; Safety)</b> <a href="http://www.sahw.co.uk/main-section/workplace-topics/index.cfm">www.sahw.co.uk/main-section/workplace-topics/index.cfm</a>  Adviceline Tel: 0800 019 2211	Occupational Health and Safety advice on <i>alcohol, drugs, smoking, HIV and blood borne virus, health and safety and work-life balance</i> policies and action plans. Also advice on training needs assessments, advice with compliance issues and links to specialist services.
<b>Health Scotland</b> <a href="http://www.healthscotland.com/">www.healthscotland.com/</a>	Free fact sheets on <i>How to write and implement a health policy, smoking policies and alcohol policies</i>
<b>Clearing the Air Scotland</b> <a href="http://www.clearingtheairscotland.com">www.clearingtheairscotland.com</a>	Downloadable <i>smoke-free</i> policy template and guidance on smoking policies for the NHS, local authorities and care service providers.
<b>Health and Safety Executive</b> <a href="http://www.hse.gov.uk/alcoholdrugs/index.htm">www.hse.gov.uk/alcoholdrugs/index.htm</a>	Free leaflets and advice on how to develop <i>alcohol and drugs</i> policies.
<b>Alcohol Concern</b> <a href="http://www.alcoholconcern.org.uk/">www.alcoholconcern.org.uk/</a>  E-mail: <a href="mailto:contact@alcoholconcern.org.uk">contact@alcoholconcern.org.uk</a> Tel: 020 7264 0510	Leaflets on developing an <i>alcohol and drugs</i> policy, the impact of alcohol and drug problems in the workplace, the legal situation, and information on supporting and helping employees.
<b>Institute of Alcohol Studies</b> <a href="http://www.ias.org.uk/">www.ias.org.uk/</a>	Has a fact sheet containing facts and figures on <i>alcohol</i> and the workplace including an example alcohol policy.
<b>The Chartered Institute of Personnel and Development (CIPD)</b> <a href="http://www.cipd.co.uk/">www.cipd.co.uk/</a>	Information on how to develop an <i>alcohol and drugs</i> policy and a <i>mental health at work</i> policy.
<b>Sainsbury Centre for Mental Health</b> <a href="http://www.scmh.org.uk/">www.scmh.org.uk/</a>	Charity working to improve the quality of life for people with mental health problems by influencing policy and practice in mental health and related services. Information toolkit on Mental Health in the Workplace can be purchased from the website which has information on developing a <i>mental health</i> policy.
<b>MIND</b> <a href="http://www.mind.org.uk/">www.mind.org.uk/</a>  Tel Helpline: 0845 7660163	Has an employer's resource pack on <i>Managing Mental Health</i> that has an example policy on employment and mental health and information on ensuring best practice in mental health promotion and support of people with mental health problems in the workplace.
<b>Mental Health Foundation</b> <a href="http://www.mentalhealth.org.uk/">www.mentalhealth.org.uk/</a>	Has developed a free publication on Mental Health in the Workplace which includes information on how to develop a <i>mental health</i>

	policy.
<b>British Heart Foundation Think Fit! Be Active!</b> <a href="http://www.bhf.org.uk/thinkfit">www.bhf.org.uk/thinkfit</a>  Tel: 0870 600 6566	Information on how to create a workplace <i>physical activity</i> policy.
<b>National AIDS Trust</b> <a href="http://www.nat.org.uk/">www.nat.org.uk/</a>  Email: <a href="mailto:info@nat.org.uk">info@nat.org.uk</a> Tel: 020 7814 6767	Free work pack on HIV at Work which includes information on how to develop a <i>HIV</i> policy.
<b>Health at Work</b> <a href="http://www.healthatwork.org.uk/">www.healthatwork.org.uk/</a>  Email: <a href="mailto:healthatwork@ggc.scot.nhs.uk">healthatwork@ggc.scot.nhs.uk</a>	Information on developing an <i>oral health</i> at work policy.

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<b>Healthy Eating</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing policies and procedures and check them against the criteria.</i>
<b>NHS Grampian Resources Direct Service</b> <a href="http://www.nhsghcpat.org">www.nhsghcpat.org</a>  Tel: 01224 558504	Provide leaflets, posters, videos and activity material on healthy eating. Check website for further details. Membership required. This service is free for organisations under 50 employees, then charged on a sliding scale.
<b>Healthy Living Award</b> <a href="http://www.healthylivingaward.co.uk">www.healthylivingaward.co.uk</a>  Email: <a href="mailto:enquiries@healthylivingaward.co.uk">enquiries@healthylivingaward.co.uk</a> Tel: 0141 226 5261	The healthy living award rewards catering establishments for dishing up healthier food and finding ways of helping their customers make better food choices. The award is open to all kinds of catering places – from sandwich shops to staff restaurants.
<b>British Heart Foundation Think Fit Eat Well!</b> <a href="http://www.bhf.org.uk/thinkfit/article.asp?seclD=1590&amp;secondlevel=1592&amp;thirdlevel=1617&amp;artID=8584">www.bhf.org.uk/thinkfit/article.asp?seclD=1590&amp;secondlevel=1592&amp;thirdlevel=1617&amp;artID=8584</a>  Email: <a href="mailto:orderline@bhf.org.uk">orderline@bhf.org.uk</a> Tel: 0870 600 6566	The British Heart Foundation have developed a resource pack for employers to help them implement a healthy eating programme in the workplace.
<b>British Nutrition Foundation</b> <a href="http://www.nutrition.org.uk/">www.nutrition.org.uk/</a>  Email: <a href="mailto:postbox@nutrition.org.uk">postbox@nutrition.org.uk</a> Tel: 020 7404 6504	The British Nutrition Foundation is a scientific and educational charity which promotes healthy lifestyle and well being. You can find information and advice on healthy eating and nutrition resources.
<b>Eat Well</b> <a href="http://www.eatwell.gov.uk/">www.eatwell.gov.uk/</a>	Food Standards Agency site covering all aspects of healthy eating, health issues, food safety and labeling.
<b>Food Standards Agency</b> <a href="http://www.food.gov.uk/">www.food.gov.uk/</a>  Email: <a href="mailto:helpline@foodstandards.gsi.gov.uk">helpline@foodstandards.gsi.gov.uk</a> Tel: 020 7276 8829	Provides advice and information to the public and Government on food safety from farm to fork, nutrition and diet. It also protects consumers through effective food enforcement and monitoring.
<b>Healthy Living</b> <a href="http://www.healthyliving.gov.uk/">www.healthyliving.gov.uk/</a>  Tel: 0845 2 78 88 78	Information about healthy eating, and how small changes can lead to big benefits. Other resources include quizzes, meal ideas and recipes.
<b>Seafish</b> <a href="http://www.seafish.org/index.asp">www.seafish.org/index.asp</a>  Tel: 0131 558 3331	The Sea Fish Industry Authority (Seafish) works across all sectors of the UK seafood industry to promote good quality, sustainable seafood. The On Plate section provides interesting information on health aspects, recipes and facts about seafood.
<b>British Dietetic Association</b> <a href="http://www.bda.uk.com/">www.bda.uk.com/</a>  Email: <a href="mailto:info@bda.uk.com">info@bda.uk.com</a> Tel: 0121 200 8080	Contains advice on food facts and healthy eating. There are downloadable fact sheets and other publications.
<b>Food Link</b> <a href="http://www.foodlink.org.uk/">www.foodlink.org.uk/</a>	A guide to food safety from the Food and Drink Federation.

<p>Email: <a href="mailto:foodlink@fdf.org.uk">foodlink@fdf.org.uk</a> Tel: 020 7836 2460</p>	
<p><b>The European Food Information Council</b> <a href="http://www.eufic.org/">www.eufic.org/</a></p>	<p>The European Food Information Council (EUFIC) is a non-profit organisation which provides science-based information on food safety &amp; quality and health &amp; nutrition to the media, health and nutrition professionals, educators and opinion leaders, in a way that consumers can understand. There is an energy balance tool which can help visitors gain an understanding of the relationship between energy intake and expenditure.</p>
<p><b>Check My Lifestyle</b> <a href="http://www.checkmylifestyle.com/">www.checkmylifestyle.com/</a></p>	<p>An online resource developed by Health at Work, NHS Greater Glasgow and Clyde where you can answer questions about your current lifestyle and see if you are doing enough to lead a healthy and active lifestyle. Choose from the list of health topics, including mental health, physical activity, healthy eating, alcohol and smoking. Once you have finished the questionnaire, you will receive your own personal report. If your results show that you are already leading a healthy and active lifestyle, then congratulations, keep all your good work going. If however, you think there may be particular areas where you can improve your lifestyle for the better, then why not try out the 'change something' section of the website. There are also links to other websites.</p>

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<b>Supporting Staff Attendance</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing procedures and check them against the criteria. Alert the responsible person(s) if they require updating, official review etc</i>
<b>The Chartered Institute of Personnel and Development (CIPD)</b> <a href="http://www.cipd.co.uk/">www.cipd.co.uk/</a>  Tel: 020 8612 6208	The website has downloadable resources and a toolkit developed by CIPD and the HSE on identifying and dealing with absence problems.
<b>Jobcentreplus</b> <a href="http://www.jobcentreplus.gov.uk">www.jobcentreplus.gov.uk</a>  Gallowgate Aberdeen AB10 1ZU  Tel: 01224 618000	Advice and practical help to enable staff developing disabilities or health problems to stay in employment, including identifying and sourcing equipment for adaptations in the workplace.
<b>ACAS</b> <a href="http://www.acas.org.uk/">www.acas.org.uk/</a>  Tel: 0141 248 1400 Helpline tel: 08457 47 47 47	ACAS (Advisory, Conciliation and Arbitration Service) aims to improve organisations and working life through better employment relations. The website has a free downloadable advisory booklet on Managing Attendance and Employee Turnover.

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<b>Mentally Healthy Workplaces</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing policies and check them against the criteria. Liaise with department/person(s) responsible for updating/reviewing policies. Highlight and signpost staff to existing services e.g. Occupational Health/ Employee Assistance Programme</i>
<b>NHS Grampian Workplace Services</b>  Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	Will assist with development, review, advice and support for mental health policies. Awareness raising and training, including Stress Management, Work Life Balance and Mental Health & Wellbeing Workshops.
<b>Mentally Healthy Workplace Training</b>  Contact your WP Advisor for further details  NHS Grampian Workplace Services Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	Two day training course aimed at employers/line managers to broaden understanding of mental health. Designed to encourage good practice in promoting positive mental health and wellbeing at work (including legislative responsibilities). This training is free of charge.
<b>Mental Health First Aid Training</b> <a href="http://www.smhfa.com">www.smhfa.com</a>  Contact your WP Advisor for further details on course dates	Two day course suitable for anybody. It aims to raise awareness (attitudes, stigma, signs and symptoms) on mental disorders and equip participants to provide 'first-aid' to those affected by mental health problems.
<b>HWL Mental Health and Wellbeing Commendation Award</b> <a href="http://www.healthyworkinglives.com">www.healthyworkinglives.com</a>  Tel: 0800 019 2211	This award programme is compatible with the mental health components of the HWL Bronze, Silver and Gold award. Please note that workplaces must have achieved the HWL bronze level before being eligible for the Commendation Award.
<b>Health Scotland - Work Positive</b> <a href="http://www.healthscotland.org.uk/workpositive">http://www.healthscotland.org.uk/workpositive</a>  Email: <a href="mailto:workpositivefeedback@health.scot.nhs.uk">workpositivefeedback@health.scot.nhs.uk</a>	Resource Pack for employers to tackle stress in the workplace (in line with HSE Management standards).
<b>Health and Safety Executive – Work Related Stress</b> <a href="http://www.hse.gov.uk/stress/">www.hse.gov.uk/stress/</a>  Tel: 0845 345 0055	Information and downloadable resources on the Management Standards, good practice and advice for individuals. There is also a free Stress survey tool.
<b>British Heart Foundation Think Fit Think Well!</b> <a href="http://www.bhf.org.uk/thinkfit/article.asp?secID=1590&amp;secondlevel=1592&amp;thirdlevel=1617&amp;artID=8584">www.bhf.org.uk/thinkfit/article.asp?secID=1590&amp;secondlevel=1592&amp;thirdlevel=1617&amp;artID=8584</a>  Email: <a href="mailto:orderline@bhf.org.uk">orderline@bhf.org.uk</a> Tel: 0870 600 6566	The British Heart Foundation have developed a resource pack for employers to help them implement a mental wellbeing programme in the workplace.
<b>NHS Grampian Resources Direct Service</b>	Provide leaflets, posters, videos and activity

<p><a href="http://www.nhsghpcat.org">www.nhsghpcat.org</a></p> <p>Tel: 01224 558504</p>	<p>material on mental health. Check website for further details. Membership required. This service is free for organisations under 50 employees, then charged on a sliding scale.</p>
<p><b>Sainsbury Centre for Mental Health</b> <a href="http://www.scmh.org.uk">www.scmh.org.uk/</a></p> <p>Email: <a href="mailto:contact@scmh.org.uk">contact@scmh.org.uk</a> Tel: 020 7827 8300</p>	<p>Charity working to improve the quality of life for people with mental health problems by influencing policy and practice in mental health and related services. Website has a large section on employment for those with mental health problems with lots of resources and training available. There is also an information toolkit on Mental Health in the Workplace that can be purchased.</p>
<p><b>SHIFT</b> <a href="http://www.shift.org.uk/">www.shift.org.uk/</a></p> <p>Email: <a href="mailto:shift@csip.org.uk">shift@csip.org.uk</a> Tel: 0845 223 5447</p>	<p>Shift is the Department of Health's programme to reduce the stigma and discrimination directed towards people with mental health problems. The website has a section on promoting mental health and ending discrimination in the workplace which has an excellent line manager's resource 'A practical guide to managing and supporting people with mental health problems in the workplace.'</p>
<p><b>The Mindful Employer</b> <a href="http://www.mindfulemployer.net/">www.mindfulemployer.net/</a></p> <p>Email: <a href="mailto:info@mindfulemployer.net">info@mindfulemployer.net</a> Tel: 01392 208833</p>	<p>The Mindful Employer initiative is aimed at increasing awareness of mental health at work and providing support for businesses in recruiting and retaining staff. Website has lots of information and resources.</p>
<p><b>Equality and Human Rights Commission</b> <a href="http://www.equalityhumanrights.com/">www.equalityhumanrights.com/</a></p> <p>Email: <a href="mailto:adviserline@equalityhumanrights.com">adviserline@equalityhumanrights.com</a></p>	<p>Guidance for trade unions on supporting members with mental health problems to resolve workplace issues, and how to create a mentally healthy workplace.</p>
<p><b>Living Life to the Full</b> <a href="http://www.livinglifetothefull.com">www.livinglifetothefull.com</a></p>	<p>Online life skills course for individuals; self help guide.</p>
<p><b>The National Programme for Mental Health and Well-being (Scottish Government)</b> <a href="http://www.wellscotland.info/index.html">http://www.wellscotland.info/index.html</a></p> <p>Email: <a href="mailto:wellscotland@scotland.gsi.gov.uk">wellscotland@scotland.gsi.gov.uk</a></p>	<p>Various national initiatives and links to information and support services such as :</p> <p>Breathing space – phone line for people experiencing low mood and depression. <a href="http://www.breathingspacescotland.co.uk">www.breathingspacescotland.co.uk</a> 0800 83 85 87</p> <p>Chooselife – initiative to prevent suicide <a href="http://www.chooselife.net">www.chooselife.net</a></p> <p>Support for recovery from mental ill-health <a href="http://www.scottishrecovery.net">www.scottishrecovery.net</a></p> <p>National campaign to reduce stigma and discrimination associated with Mental Ill Health <a href="http://www.seemescotland.org">www.seemescotland.org</a></p>
<p><b>Mind</b> <a href="http://www.mind.org.uk">www.mind.org.uk</a></p>	<p>Mind is a mental health charity supporting people experiencing mental distress.</p>

Tel: 0845 7660163	
<b>SAMH</b> <a href="http://www.samh.org.uk/">www.samh.org.uk/</a> Tel: 0141 568 7000 Email: <a href="mailto:enquire@samh.org.uk">enquire@samh.org.uk</a>	SAMH is a mental health charity which works to support people who experience mental health problems, homelessness, addictions and other forms of social exclusion. They provide direct services, including accommodation, support, employment and rehabilitation, and actively campaign to influence policy and improve care services in Scotland.
<b>The Samaritans</b> Tel: 08457 909090	Service providing a listening ear for people in distress. They also offer listening skills training and a specific training resource for workplaces.
<b>Depression Alliance</b> <a href="http://www.depressionalliance.org/">www.depressionalliance.org/</a> Email: <a href="mailto:information@depressionalliance.org">information@depressionalliance.org</a> Tel: 0845 123 2320	UK charity who work to relieve and to prevent the treatable condition of depression by providing information and support services to those who are affected by it via publications, supporter services and network of self-help groups for people affected by depression.
<b>Mental Health Foundation</b> <a href="http://www.mhf.org.uk/">www.mhf.org.uk/</a> Email: <a href="mailto:Scotland@mhf.org.uk">Scotland@mhf.org.uk</a> Tel: 0141 572 0125	UK charity that provides information, carries out research, campaigns and works to improve services for anyone affected by mental health problems. They aim to help people survive, recover from and prevent mental health problems.
<b>Penumbra</b> <a href="http://www.penumbra.org.uk/">www.penumbra.org.uk/</a> Tel: 0131 475 2380	Penumbra is a Scottish voluntary organisation working in the field of mental health. They provide an extensive range of person-centred support services for adults and young people.
<b>SANE</b> <a href="http://www.sane.org.uk/">www.sane.org.uk/</a> Email: <a href="mailto:sanemail@sane.org.uk">sanemail@sane.org.uk</a> Tel: 0845 767 8000	SANE aims to raise awareness and respect for people with mental illness and their families and secure better services; to undertake research into the causes of serious mental illness; and to provide help and information to those experiencing mental health problems, their families and carers.
<b>CIPD</b> <a href="http://www.cipd.co.uk/">www.cipd.co.uk/</a> Tel: 020 8612 6208	Website contains guidance and research reports on mental health and wellbeing in the workplace.
<b>Check My Lifestyle</b> <a href="http://www.checkmylifestyle.com/">www.checkmylifestyle.com/</a>	An online resource developed by Health at Work, NHS Greater Glasgow and Clyde where you can answer questions about your current lifestyle and see if you are doing enough to lead a healthy and active lifestyle. Choose from the list of health topics, including mental health, physical activity, healthy eating, alcohol and smoking. Once you have finished the questionnaire, you will receive your own personal report. If your results show that you are already leading a healthy and active

	lifestyle, then congratulations, keep all your good work going. If however, you think there may be particular areas where you can improve your lifestyle for the better, then why not try out the 'change something' section of the website. There are also links to other websites.
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<b>Avoid Accidents in the Workplace</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing procedures and check them against the criteria. Alert the responsible person(s) if they require updating, official review etc</i>
<b>Healthy Working Lives (Occupational Health &amp; Safety)</b> <a href="http://www.healthyworkinglives.com">www.healthyworkinglives.com</a>  Tel: 0800 019 2211	Free confidential advice and support to employers and employees on a wide range of workplace occupational health and safety issues.
<b>Health and Safety Executive</b> <a href="http://www.hse.gov.uk">www.hse.gov.uk</a>  Tel: 0845 345 0055	The Health and Safety Commission is responsible for health and safety regulation in Great Britain. The Health and Safety Executive and local government are the enforcing authorities who work in support of the Commission. Range of free leaflets, information and advice.
<b>RIDDOR</b> <a href="http://www.hse.gov.uk/riddor">www.hse.gov.uk/riddor</a>  Tel: 0845 300 99 23	Methods of reporting injuries, diseases and dangerous occurrences at work.
<b>European Agency for Safety and Health at Work</b> <a href="http://osha.europa.eu/">http://osha.europa.eu/</a>	Their mission is to make Europe's workplaces safer, healthier and more productive. Website has an overview of health and safety topics and information on the annual European Health and Safety week campaign.
<b>Working Backs Scotland</b> <a href="http://www.workingbacksscotland.scot.nhs.uk/">www.workingbacksscotland.scot.nhs.uk/</a>  Tel: 0800 019 2211	Advice and information on managing back pain. Website has downloadable posters and packs.
<b>Fire Law</b> <a href="http://www.infoscotland.com/firelaw/">www.infoscotland.com/firelaw/</a>	Information on current fire law in Scotland with sector specific guidance and downloadable fire risk assessments.
<b>Institution of Occupational Safety and Health (IOSH)</b> <a href="http://www.iosh.co.uk/">www.iosh.co.uk/</a>  Email: <a href="mailto:enquiries@iosh.co.uk">enquiries@iosh.co.uk</a>	Information on nationally recognised health and safety training courses and local providers.
<b>Trades Union Congress</b> <a href="http://www.tuc.org.uk/">www.tuc.org.uk/</a>  Tel: 020 7636 4030	Information on health and safety topics and links to other websites.

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<b>Health and the Environment</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing procedures and check them against the criteria.</i>
<p><b>Business Environment Partnership North East (BEP-NE)</b>  <a href="http://www.thebep.org.uk/">www.thebep.org.uk/</a></p> <p>Doig Scott Building            SAC Craibstone Estate            Bucksburn            Aberdeen            AB21 9SJ</p> <p>Tel: 07703 484309</p>	<p>BEP-NE is a not-for-profit organisation that provides free and subsidised assistance with environmental management to small to medium sized enterprises (SMEs) throughout the North East of Scotland.</p>
<p><b>SCARF (Save Cash and Reduce Fuel)</b>  <a href="http://www.scarf.org.uk/aboutus.htm">www.scarf.org.uk/aboutus.htm</a></p> <p>Head Office            1 Cotton Street            Aberdeen AB11 5EE            Tel: 01224 213005</p> <p>Tel: 01224 213005            Email: <a href="mailto:info@scarf.org.uk">info@scarf.org.uk</a></p>	<p>Established in 1985 as an Urban Aid funded project in Aberdeen, SCARF now delivers front line services in Aberdeen, Aberdeenshire, Angus, Dundee, Moray and Perth &amp; Kinross. Funded by the Scottish Executive SCARF employ a Business Project Officer to specifically promote and provide energy efficiency and waste management advice and audits and staff awareness presentations and programmes for SMEs.</p>
<p><b>Aberdeenshire Council Trade Waste Advisor</b>  <a href="http://www.aberdeenshire.gov.uk/waste/trade/index.asp">www.aberdeenshire.gov.uk/waste/trade/index.asp</a></p> <p>Trade Waste Department            Unit 7            Harlaw Industrial Estate            Inverurie            AB51 4SG</p> <p>Tel: 0845 600 3900            Email: <a href="mailto:trade.waste@aberdeenshire.gov.uk">trade.waste@aberdeenshire.gov.uk</a></p>	<p>Aberdeenshire Council have a dedicated Trade Waste Advisor to provide businesses in Aberdeenshire with free and impartial waste management advice.</p>
<p><b>Aberdeen EcoCity Awards</b>  <a href="http://www.aberdeencity.gov.uk/ACCI/web/site/CommunityAdvice/SL(YourEnvironment)/cma_ecocityawards.asp">www.aberdeencity.gov.uk/ACCI/web/site/CommunityAdvice/SL(YourEnvironment)/cma_ecocityawards.asp</a></p> <p>Amy Smith            Sustainability Assistant            Aberdeen City Council            4th Floor, Balgownie One - (AECC)            Conference Way            Bridge of Don            Aberdeen            AB23 8AQ</p>	<p>Aberdeen EcoCity Awards is run by Aberdeen City Council and its partners.</p> <p>The Aberdeen EcoCity Awards scheme is a new initiative designed to recognise and reward the hard work of individuals and organisations across Aberdeen doing their bit to look after our environment and international development.</p>

<p>Tel: 01224 814585 E mail: <a href="mailto:amysmith@aberdeencity.gov.uk">amysmith@aberdeencity.gov.uk</a></p>	
<p><b>Waste Aware Grampian</b> <a href="http://www.wasteawaregrampian.org.uk/index.asp">www.wasteawaregrampian.org.uk/index.asp</a></p> <p>Aberdeen city contact: Tel: 0845 608 0 919 Email: <a href="mailto:wasteaware@aberdeencity.gov.uk">wasteaware@aberdeencity.gov.uk</a></p> <p>Aberdeenshire contact: Tel: 0845 600 3900 Email: <a href="mailto:waste@aberdeenshire.gov.uk">waste@aberdeenshire.gov.uk</a></p> <p>Moray contact: Tel: 01343 557 045</p>	<p>Waste Aware Grampian is a campaign run in partnership between Aberdeen City Council, Aberdeenshire Council and the Moray Council. The main aim of the campaign is to reduce the amount of waste that is currently sent to landfill. The website has information on reducing, reusing and recycling.</p>
<p><b>Envirowise</b> <a href="http://www.envirowise.gov.uk">www.envirowise.gov.uk</a></p> <p>Tel: 0800 585794</p>	<p>Envirowise offers UK businesses free, independent, confidential advice and support on practical ways to increase profits, minimise waste and reduce environmental impact.</p>
<p><b>Waste Aware Business</b> <a href="http://www.wasteawarebusiness.org.uk">www.wasteawarebusiness.org.uk</a></p> <p>Tel: 01786 468 789 <a href="mailto:info@wasteawarebusiness.org.uk">info@wasteawarebusiness.org.uk</a></p>	<p>Waste Aware Business is a national campaign ran by Waste Aware Scotland. The website has information and tools to help businesses deal with their waste more sustainably.</p>
<p><b>Scottish Environmental Protection Agency (SEPA) Waste Minimisation</b> <a href="http://www.sepa.org.uk/waste.aspx">www.sepa.org.uk/waste.aspx</a></p> <p>Tel: 01786 457700</p>	<p>The website provides information for a wide range of businesses on how to achieve significant cost savings and environmental benefits by addressing waste minimisation on their own premises.</p>
<p><b>Energy Saving Trust</b> <a href="http://www.energysavingtrust.org.uk/">www.energysavingtrust.org.uk/</a></p> <p>Tel: 0800 512 012</p>	<p>Energy Saving Trust has a team of advisers through out Scotland, concentrating on SMEs as a target group. Advisers carry out 1-2-1 free energy consultations and help organisations develop an action plan or improvement.</p>
<p><b>National Industrial Symbiosis Programme (NISP)- Scotland</b> <a href="http://www.nisp.org.uk/region.aspx?regionid=11">www.nisp.org.uk/region.aspx?regionid=11</a></p> <p>Tel: 0845 094 9503 Email: <a href="mailto:scotland@nisp.org.uk">scotland@nisp.org.uk</a></p>	<p>Industrial symbiosis brings together companies from all business sectors with the aim of improving cross industry resource efficiency through the commercial trading of materials, energy and water and sharing assets, logistics and expertise.</p>
<p><b>Sustrans</b> <a href="http://www.sustrans.org.uk">www.sustrans.org.uk</a></p> <p>Tel: 0845 113 00 65 Email: <a href="mailto:info@sustrans.org.uk">info@sustrans.org.uk</a></p>	<p>Sustrans is a charity aimed at promoting cycling and walking as healthy forms of transport. There is downloadable information on walking, cycling and public transport routes.</p>
<p><b>Friends of the Earth Scotland Greening the Office</b> <a href="http://www.green-office.org.uk/">www.green-office.org.uk/</a></p>	<p>Friends of the Earth Scotland developed the Greening the Office online audit. It is designed to allow businesses to find out how green their office is. It includes basic information on identifying environmental impacts and finding solutions.</p>
<p><b>The Green Tourism Business Scheme</b> <a href="http://www.green-business.co.uk/">www.green-business.co.uk/</a></p> <p>Email: <a href="mailto:gtbs@green.business.co.uk">gtbs@green.business.co.uk</a></p>	<p>The Green Tourism Business Scheme (GTBS) is a Visit Scotland accredited scheme that promotes sustainable tourism and provides environmental advice to businesses. The</p>

Tel: 01738 632162	Green Tourism Award is divided into three levels; gold, silver and bronze, and is awarded on the basis of the level of environmental practice demonstrated by the business.
<b>Vision in Business of the Environment (VIBES) of Scotland Awards</b> <a href="http://www.vibes.org.uk/">www.vibes.org.uk/</a>  Tel: 01896 754797 E mail: <a href="mailto:info@vibes.org.uk">info@vibes.org.uk</a>	This Award programme is open to any organisation operating in Scotland. Entrants will be assessed against their commitment to good environmental practice and sustainable development and their actions and achievements to improve environmental performance and sustainable development.
<b>The Marine Conservation Society (MCS)</b> <a href="http://www.mcsuk.org/mcsaction/scotland">www.mcsuk.org/mcsaction/scotland</a>  Tel: 01989 566017	Annual Beach watch litter survey and clean-up.
<b>British Trust for Conservation Volunteers</b> <a href="http://www2.btcv.org.uk/">www2.btcv.org.uk/</a>  Email: <a href="mailto:information@btcv.org.uk">information@btcv.org.uk</a> Tel: 01302 388 883	Environmental conservation volunteering charity. Their vision is for a better environment where people are valued, included and involved. Their mission to create a more sustainable future by inspiring people and improving places.
<b>The Carbon Trust</b> <a href="http://www.carbontrust.co.uk/">www.carbontrust.co.uk/</a>  Email: <a href="mailto:scotlandoffice@carbontrust.co.uk">scotlandoffice@carbontrust.co.uk</a> Tel: 01355 581810	The Carbon Trust's mission is to accelerate the move to a low carbon economy by working with organisations to reduce carbon emissions and develop commercial low carbon technologies.
<b>Choose Another Way</b> <a href="http://www.chooseanotherway.com/">www.chooseanotherway.com/</a>	Scottish Government campaign to promote sustainable transport choices
<b>Living Streets</b> <a href="http://www.livingstreets.org.uk/">www.livingstreets.org.uk/</a>  Email: <a href="mailto:info@livingstreets.org.uk">info@livingstreets.org.uk</a> Tel: 0131 243 2645	Works to encourage more people to walk and ensure that streets and towns are designed to allow people to do that. They lobby and run campaigns to encourage walking. The consultancy service supports professionals to improve opportunities for walking and the quality of public space.
<b>Greenspace</b> <a href="http://www.green-space.org.uk/">www.green-space.org.uk/</a>  Email: <a href="mailto:info@green-space.org.uk">info@green-space.org.uk</a> Tel: 0118 946 9060	Registered charity which works to improve parks and green spaces by raising awareness, involving communities and creating skilled professionals. Have a range of downloadable resources and toolkits.

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<b>Physical Activity</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing policies and procedures and check them against the criteria.</i>
<b>NHS Grampian Resources Direct Service</b> <a href="http://www.nhsghpcat.org">www.nhsghpcat.org</a>  Tel: 01224 558504	Provide leaflets, posters, videos and activity material on physical activity. Check website for further details. Membership required. This service is free for organisations under 50 employees, then charged on a sliding scale.
<b>British Heart Foundation Think Fit Be Active!</b>  <a href="http://www.bhf.org.uk/HealthAtWork/default.aspx?page=0">http://www.bhf.org.uk/HealthAtWork/default.aspx?page=0</a>  Email: <a href="mailto:orderline@bhf.org.uk">orderline@bhf.org.uk</a> Tel: 0870 600 6566	The British Heart Foundation have developed a resource pack for employers to help them implement physical activity initiatives in the workplace.
<b>Active Woods</b> <a href="http://www.forestry.gov.uk/">www.forestry.gov.uk/</a>  Email: <a href="mailto:fcscotland@forestry.gsi.gov.uk">fcscotland@forestry.gsi.gov.uk</a> Tel: 0845 3673787	Forestry Commission website providing information on ideal woods to visit for walking, cycling, horse riding and other forest pursuits.
<b>Take Life On</b> <a href="http://www.takelifeon.co.uk">www.takelifeon.co.uk</a>	Information about physical activity, and how small changes can lead to big benefits. Other resources include quizzes, information on physical activity-related activities in your local area and suggestions for overcoming some of the typical physical activity barriers.
<b>Jogscotland</b> <a href="http://www.jogscotland.org.uk/">www.jogscotland.org.uk/</a>  Email: <a href="mailto:jogscotland@scottishathletics.org.uk">jogscotland@scottishathletics.org.uk</a> Tel: 0141 300 4903	<b>jogscotland</b> uses simple, gentle walk/jog/run programmes to encourage everyone to get out and be active. The <b>jogscotland</b> programme is supported by NHS Health Scotland, <b>sportscotland</b> and the Scottish Executive Health Department. There are specific initiatives in place for workplaces, including jog leader training and information on local <b>jogscotland</b> groups.
<b>Paths for All</b> <a href="http://www.pathsforall.org.uk/">www.pathsforall.org.uk/</a>	Paths for All support the promotion of walking in the community, healthcare and workplace settings. Workplace grants can help SMEs with potential costs of setting up or promoting workplace walks. Training is available for Workplace Walk Leaders and Organisers. They also have pedometer packs available.
<b>Sport Scotland</b> <a href="http://www.sportscotland.org.uk/">www.sportscotland.org.uk/</a>  Email: <a href="mailto:library@sportscotland.org.uk">library@sportscotland.org.uk</a> Tel: 0131 317 7200	<b>Sportscotland</b> is the national agency for sport in Scotland. The website provides information on <b>sportscotland</b> activities, organisations and resources. The Get Active section allows you to find out about sporting activities and how you can get involved.
<b>Scottish Swimming</b> <a href="http://www.scottishswimming.com/">www.scottishswimming.com/</a>	Official website for Scottish swimming. Information on swimming and other water

<p>Email: <a href="mailto:info@scottishswimming.com">info@scottishswimming.com</a> Tel: 01786 466520</p>	<p>sports, learn to swim programme and local swimming clubs.</p>
<p><b>Sustrans</b> <a href="http://www.sustrans.org.uk/">www.sustrans.org.uk/</a>  Email: <a href="mailto:info@sustrans.org.uk">info@sustrans.org.uk</a> Tel: 0845 113 00 65</p>	<p>Sustrans is leading the way in promoting cycling and walking as healthy forms of transport. The Active Travel team is persuading governments to promote walking and cycling as a way of combating obesity, heart disease and cancer. Sustrans has also pioneered TravelSmart in the UK - a unique service that gives households the tailor-made information they need to walk, cycle and use public transport more.</p>
<p><b>Life Cycle</b> <a href="http://www.lifecycleuk.org.uk/">www.lifecycleuk.org.uk/</a>  Email: <a href="mailto:post@lifecycleuk.org.uk">post@lifecycleuk.org.uk</a> Tel : 0117 353 4580</p>	<p>Life Cycle UK promotes the bicycle as a healthy form of exercise for all ages and abilities. As well as general advice on cycling there is information on projects, organisations, events, training and maps.</p>
<p><b>British Heart Foundation Think Fit! Be Active!</b> <a href="http://www.bhf.org.uk/thinkfit/">www.bhf.org.uk/thinkfit/</a></p>	<p>Information on how to create a workplace <i>physical activity</i> policy.</p>
<p><b>Cycling Scotland</b> <a href="http://www.cyclingscotland.org/">www.cyclingscotland.org/</a></p>	<p>Cycling Scotland aims to integrate cycling into modern living as a sustainable mode of transport. Provides information on cycle-friendly employer award and workplace grants, safe cycling routes, cycle training, how to choose a bike, advice for parents and more.</p>
<p><b>Physical Activity and Health Alliance</b> <a href="http://www.paha.org.uk/">www.paha.org.uk/</a></p>	<p>Online community website for practitioners engaged in physical activity and health across Scotland. It contains information and resources to help members of the physical activity workforce implement the national physical activity strategy, 'Let's Make Scotland More Active'. There is a specific page on the website on Active Workplaces that has links to research reports and other websites.</p>
<p><b>Active Scotland</b> <a href="http://www.activescotland.org.uk/">www.activescotland.org.uk/</a></p>	<p>Website developed by NHS Health Scotland that contains a wealth of information on activities in your area, from easy to extreme. You can choose a category for new ideas, or explore a map and see what is available near to you.</p>
<p><b>Department for Transport Cycle to Work Implementation Guidelines</b> <a href="http://www.dft.gov.uk/pgr/sustainable/cycling/cycleto workschemeimplementat5732">www.dft.gov.uk/pgr/sustainable/cycling/cycleto workschemeimplementat5732</a></p>	<p>To promote healthier journeys to work and to reduce environmental pollution, the 1999 Finance Act introduced an annual tax exemption, which allows employers to loan cycles and cyclists' safety equipment to employees as a tax-free benefit. The guidelines clarify how organisations can take advantage of the exemption to implement a Cycle to Work scheme that encourages employees to cycle to work and allows employers to reap the benefits of a healthier</p>

	workforce.
<b>Check My Lifestyle</b> <a href="http://www.checkmylifestyle.com/">www.checkmylifestyle.com/</a>	<p>An online resource developed by Health at Work, NHS Greater Glasgow and Clyde where you can answer questions about your current lifestyle and see if you are doing enough to lead a healthy and active lifestyle. Choose from the list of health topics, including mental health, physical activity, healthy eating, alcohol and smoking. Once you have finished the questionnaire, you will receive your own personal report. If your results show that you are already leading a healthy and active lifestyle, then congratulations, keep all your good work going. If however, you think there may be particular areas where you can improve your lifestyle for the better, then why not try out the 'change something' section of the website. There are also links to other websites.</p>
<b>Aberdeenshire Council Sports and Recreation</b> <a href="http://www.aberdeenshire.gov.uk/recreation/index.asp">www.aberdeenshire.gov.uk/recreation/index.asp</a>	<p>Information on sports and recreation facilities in Aberdeenshire.</p>
<b>Aberdeen City Council Sports, Sports</b> <a href="http://www.aberdeencity.gov.uk/xsl_SportsRecreation.asp">www.aberdeencity.gov.uk/xsl_SportsRecreation.asp</a>	<p>Information on sports and recreation facilities in Aberdeen City.</p>
<b>Moray Council Sports</b> <a href="http://www.moray.gov.uk/moray_standard/page_2237.html">www.moray.gov.uk/moray_standard/page_2237.html</a>	<p>Information on sports and recreation facilities in Moray.</p>

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<b>Lifestyle Checks</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Check with your occupational health department/nurse or external OH provider, if they can deliver this service</i>
<b>NHS Grampian Workplace Services</b>  Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	We offer Health and Lifestyle Appraisals as part of our Workplace Services package. Charges are on a cost-recovery basis. Global reports can be supplied.
<b>Other service providers</b>	There are private agencies, health clubs or local leisure centres that may be able to assist.

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<b>Employability</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Look at existing procedures and check them against the criteria. Alert the responsible person(s) if they require updating, official review etc</i>
<b>Grampian Employment Network</b> <a href="http://www.grampianemployment.net">www.grampianemployment.net</a>  c/o Grampian Opportunities 1 High Street Inverurie AB51 3QA  Email: <a href="mailto:info@grampianemployment.net">info@grampianemployment.net</a>	The Grampian Employment Network (GEN) brings together agencies working with and for people who face barriers or disadvantage in accessing training, work experience and employment. These people may be disadvantaged because of illness or disability. The GEN works with employers looking for advice and information on employing people with disabilities, retaining staff with disabilities or health problems, or the impact of the Disability Discrimination Act. They have published a very comprehensive <a href="#">guide to Employability Services in Grampian</a> . <b>Add hyperlink when/if guide is available on their website.</b>
<b>Jobcentre Plus</b> <a href="http://www.jobcentreplus.gov.uk">www.jobcentreplus.gov.uk</a>  Ebury House Dee Street Aberdeen AB11 6DR  Carol Cook Pathways to Work Manager Tel: 01224 804514 Email: <a href="mailto:Carol.cook@jobcentreplus.gsi.gov.uk">Carol.cook@jobcentreplus.gsi.gov.uk</a>	Jobcentre plus is the largest organisation assisting employers to recruit and retain people with disabilities and those who are at a distance from the labour market. A number of programmes and services are available for employers including Work Trial, New Deal, Pathways to Work and Condition Management Programme (in partnership with NHS).
<b>Scottish Business in the Community</b> <a href="http://www.sbcscot.com/">www.sbcscot.com/</a>  Maree Drury Programme Manager Ready for Work Email: <a href="mailto:MareeDrury@sbcsct.com">MareeDrury@sbcsct.com</a> Tel: 0131 451 1100	The Ready for Work Programme is an established evidence based business model that creates training and recruitment opportunities for businesses in Scotland to include people who are currently homeless and unemployed.
<b>Capability Scotland</b> <a href="http://www.capability-scotland.org.uk/">www.capability-scotland.org.uk/</a>  Tanya Gilchrist Head of Service Email: <a href="mailto:Tanya.gilchrist@capability-scotland.org.uk">Tanya.gilchrist@capability-scotland.org.uk</a> Tel: 01738 449929	The Employment Development Service offers a wide range of services and programmes that support disabled people into employment. An advisor will come to visit the employer and discuss what support the client will need on placement or in employment and what support Capability Scotland is able to provide both the employer and the client.

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<b>Promote Community Health and Wellbeing</b>	
Organisation and contact details	Service description
<i>Your own</i>	<i>Is there something that your organisation already supports in the local community? How could you adapt this to include a health benefit for your staff?</i>
<b>Scottish Business in the Community</b> <a href="http://www.sbcscot.com">www.sbcscot.com</a>  Alex Gauld Email: <a href="mailto:sbc@gauld6462.fslife.co.uk">sbc@gauld6462.fslife.co.uk</a> Tel: 07717 200472	SBC is a not-for-profit organisation promoting responsible business practice in Scotland. It supports, brokers and challenges organisations to have a positive impact on society through the workplace, marketplace, community and environment.
<b>Grampian Care Data</b> <a href="http://www.grampiancaredata.gov.uk/">www.grampiancaredata.gov.uk/</a>	Grampian CareData is a local community, care and health information service provided for the people of the North East of Scotland. There is a wealth of information about local health services, social services, community services, organisations and groups in the area.
<b>Aberdeen Health and Homeless Directory</b> <a href="http://www.healthandhomeless.org/">www.healthandhomeless.org/</a>	Directory containing detailed information on all services in Aberdeen which aid the homeless, help prevent homelessness and assist with associated health issues.
<b>Community Food Initiatives North East (CFINE)</b> <a href="http://www.cfine.org">www.cfine.org</a>  Dave Simmers or Fiona Tel: 01224 596 156 Email: <a href="mailto:cfine@btconnect.com">cfine@btconnect.com</a>	CFINE is an established organisation, which promotes community health and wellbeing by distributing fruit, vegetables and other produce to local communities. Their main aim is to: promote healthy eating, tackle food poverty, increase food access and contribute to community regeneration. CFINE currently supply numerous workplaces with fruit for their workforce. Fare Share – a project which collects and distributes surplus food items from supermarkets and food producers to vulnerable people in regeneration areas.
<b>NHS Grampian Workplace Services</b>  Tel: 01224 558522 Email: <a href="mailto:GrampianHWL@nhs.net">GrampianHWL@nhs.net</a>	For ideas and lists of examples on community projects/involvement.

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<b>Benchmarking</b>	
<i>Your own</i>	<i>Look at any existing benchmarking procedures and if they measure, or how they can be adapted to measure, the effectiveness of healthy working lives.</i>
<b>Winning Moves</b> <a href="http://www.winningmoves.com/">www.winningmoves.com/</a>	Consultancy whose benchmarking tools are used by Government Departments and Agencies, and public and private sector business support professionals all around the World.
<b>Business Performance Improvement Resource</b> <a href="http://www.bpir.com/index.php?option=com_frontpage&amp;Itemid=1">www.bpir.com/index.php?option=com_frontpage&amp;Itemid=1</a>	Membership prices are structured by membership type – individual, consultant, single site. Can access some background information without membership logon.
<b>Benchmarking: Ten Practical Steps</b> <a href="http://www.isixsigma.com/library/content/c070312a.asp">www.isixsigma.com/library/content/c070312a.asp</a>	American performance strategy (Six Sigma – undertaken in some of the large corporate organisations – Scottish Power). Four phases are involved in a normal benchmarking process: planning, analysis, integration and action. And in the four phases are 10 practical steps that can help any Lean Six Sigma practitioner involved in a benchmarking a process.
<b>The ACAS Model Workplace</b> <a href="http://www.acas.org.uk">www.acas.org.uk</a>	Provides a yardstick against which you can measure the effectiveness of your employment relationships and identify possible areas for development.
<b>The European Benchmarking Code of Conduct</b> <a href="http://www.sbe.hw.ac.uk/">www.sbe.hw.ac.uk/</a>	This is an article available on the Scottish Housing Best Value Network website. The Scottish Housing Best Value Network is part of the School of the Built Environment, Heriot Watt University.

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