

Model letter to employer: Request to undertake a work-related stress risk assessment

Subject: Request for a stress risk assessment

Dear [Name / Manager / HR],

I am writing in my capacity as a recognised trade union health and safety representative.

Members have raised concerns about work-related stress, including workload pressures, staffing levels and the way work is organised. As you will be aware, employers have a legal duty to assess risks to health, including risks to mental health such as stress.

[Option to add in workplace-specific data if a survey or inspections have been carried out].

I am therefore requesting that the employer carries out a suitable and sufficient risk assessment for work-related stress, in consultation with union health and safety representatives. This should look at the causes of stress at work and cover groups of workers, not only individuals who are already experiencing ill health.

The Health and Safety Executive's Management Standards for work-related stress provide a recognised framework that the employer may wish to use in developing this work. However, the key priority is that a stress risk assessment is carried out and that preventative actions are identified and implemented.

I would welcome the opportunity to discuss how this assessment will be undertaken, how workers and union reps will be involved, and the proposed timescales.

I look forward to your response.

Yours sincerely,

[Your name]

[Trade union health and safety representative]