

## POLICY

### Overview

#### POLICY

#### Trackita Pty Ltd Mental Health & Wellbeing Policy

##### Why This Policy Exists

We care about how you feel, not just at work but in general. This policy aims to make our workplace a space that supports everyone's mental health and general well-being.

##### What We Know

Mental health is important for everyone and can affect your work. Bad mental health can lead to more sick days, lower quality of work, and make it hard to keep a job.

##### What We Promise

We want to make sure our workplace helps you be your best, mentally and emotionally. We also understand that everyone might face mental health challenges at some point. If you need help, don't hesitate to ask for it—from doctors, or our Employee Assistance Program (EAP).

##### Some Legal Stuff

This policy isn't part of your job contract. We can change it when we need to.

##### What is Mental Health?

Mental health is about your emotional and psychological state. It affects your mood, how you handle stress, and how you relate to others. Being kind to each other is important, as bad behavior like bullying can hurt people's mental health.

##### What is Wellbeing?

Wellbeing isn't just about your mind; it also includes your body and how happy and fulfilled you feel. Take care of yourself and help make our workplace better for everyone.

# Trackita.

## How We Support You

- Open Door Policy: Feel free to talk to your manager or colleagues if you're facing any challenges.
- Management's Role: We're committed to listening, providing support, and taking steps to make sure our workplace is healthy and inclusive.
- Your Role: Take care of yourself and speak up if you or someone else is struggling. Be mindful of how your actions affect others.

## Resources Available to You

- Employee Assistance Program (EAP): Reach out for confidential support.
- Lifeline: A 24/7 support service that you can call or chat with online.

## Other Company Policies

Also read these related policies:

- Code of Conduct
- Equal Employment Opportunity
- Anti-Bullying and Anti-Harassment
- Workplace Health and Safety

## Summary

We're all responsible for making Trackita a great place to work. Your mental health and well-being matter to us. Let's support each other.