**CEAL-SM / SUSESO**

**Work Environment Assessment Questionnaire – Mental Health / SUSESO**

# I. General section

# Demographics (DD)

DD1. What gender do you identify with?

1 Male

2 Female

3 Other

4 I prefer not to answer

DD2. How old are you?

 \_\_\_\_\_ years

## Work and current employment (TEA)

TEA1. In what geographic unit (branch, floor, region, etc.) do you work? [list of units considered]

TEA2 What is your occupation? (Occupation is the work that you actually do in your job, regardless of your educational level; example: a person has technical training but performs administrative or unqualified work). (list of ISCO occupations)

TEA3. In which department, unit or section do you work? (list of departments, units, etc.)

TEA4.At your job, do you have to telework? (work from home using an electronic device, such as a notebook or computer)

0 no

1 Yes, but most of the week I do face-to-face work

2 Yes, half the time teleworking, half the time face-to-face

3 Yes, most of the week I telework

4 Yes, the whole week teleworking

TEA5. Approximately, how much is your net monthly salary? (what you receive after health and pension discounts applied)

 1 Less than or equal to $140,000

 2 $140,001 - $280,000

 3 $280,001- $550,000

 4 $550,001 - $830,000

 5 $830,001 - $1,100,000

 6 $1,100,001 - $1,400,000

 7 $1,400,001 - $2,000,000

 8 $2,000,001 and more

TEA6. Your salary is

1 Fixed

2 Base salary plus commissions or variable

3 Variable only

TEA7. In the last year, have you had two or more bosses or supervisors at the same time?

0 No

1 Yes

### TEA8. Your working day is:

1. full ordinary

2. partial ordinary

3. excepted from fixed working schedule (article 22)

4. other

### TEA9. Your working hours are:

 1 daytime schedule (morning and/or afternoon)

 2 fixed night shifts

 5 rotating shifts

### TEA10. The distribution of your working days are:

 1 from Monday to Friday

 2 from Monday to Saturday

 3 only weekends or holidays

 4 Monday to Friday and sometimes Saturday, Sunday and holidays

 5 other

### TEA11. Indicate how many hours you worked for the company or institution last week:

###  \_\_\_\_ hours per week

### TEA12. If in the previous question you wrote down less than 45 hours or 44 for the public sector, indicate the reason. If you wrote down more than 45 hours or 44 for the public sector, check the first alternative.

 0 Last week I worked 45 (44) hours or more

 1 I have a part-time job for this company or institution

 2 I have an irregular distribution of my working day (I don't always work the same hours)

 3 My working day is exceptional (42 hour cycle)

 4 I have been on vacation, sick or on leave

 5 Other motives

TEA13.What kind of employment relationship do you have with your company or institution?

 1 permanent contract or plant position

 2 temporary contract or contract position

 3 contract for tasks or projects

 4 contract by external institution or company

 5 fee contract

 6 student in practice

TEA14. Taking everything into account, how satisfied are you with your current job?

 0 very satisfied

 1 satisfied

 2 neutral

 3 dissatisfied

 4 very dissatisfied

## Personal health and wellness

The next 12 questions ask about how you have been feeling in the past FEW weeks.

### GHQ1. Have you been able to concentrate well on whatever you were doing?

 1 better than usual

 2 same as usual

 3 less than usual

 4 much less than usual

GHQ2. Have you lost much sleep because of worry?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ3. Have you felt that you are playing a useful role in life?

 1 more so than usual

 2 same as usual

 3 less so than usual

 4 much less than usual

### GHQ4. Have you felt capable of making decisions?

 1 more so than usual

 2 same as usual

 3 less so than usual

 4 much less than usual

### GHQ5. Have you felt constantly under strain?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ6. Have you felt you could not overcome your difficulties?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ7. Have you been able to enjoy your normal day-to-day activities?

 1 more so than usual

 2 same as usual

 3 less so than usual

 4 much less than usual

### GHQ8. Have you been able to face up to your problems?

 1 more so than usual

 2 same as usual

 3 less so than usual

 4 much less than usual

### GHQ9. Have you been feeling unhappy and depressed?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ10. Have you been losing confidence in yourself?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ11. Have you been thinking of yourself as a worthless person?

 1 not at all

 2 no more than usual

 3 rather more than usual

 4 much more than usual

### GHQ12. All things considered, have you been feeling reasonably happy?

 1 more so than usual

 2 same as usual

 3 less so than usual

 4 much less than usual

DL1 How much bodily pain have you had during the past 4 weeks?

 0 none

 1 very mild

 2 mild

 3 moderate

 4 severe

 5 very severe

DL2 During the past 4 weeks, how much did pain interfere with your normal work (including both work outside the home and housework)?

 0 not at all

 1 a little bit

 2 moderately

 3 quite a bit

 4 extremely

### AT1. In the last 12 months, have you had an accident that corresponds to a work accident? Consider as a work accident any blow, fall, wound, cut, fracture, burn, poisoning or other that occurred at work or because of it. Do not consider commuting accidents.

 0 No

 1 Yes

### EP1. In the last 12 months, have you had any illness that you think was caused by work?

 0 No

 1 Yes

### LM1. In the last 12 months, how many total sick leaves have you had? (except prenatal and postnatal medical leave, and leave for serious illness of a child under 1 year of age)

 0 I have not had any sick leave in the last year

 1 Approximately, I have had \_\_\_\_\_ sick leaves in the last year

### LM4. In the last 12 months, how many total days have you been on sick leave? (except prenatal and postnatal medical leave, and leave for serious illness of a child under 1 year of age). If you answered NO to the previous question, please check the first alternative.

 0 I have not had any sick leave in the last year

 1 Approximately, I have had \_\_\_\_\_\_\_\_ days of sick leave in the last year

**II. Specific section of psychosocial risk**

Below, you will find a series of questions about the contents and demands of your job. Please answer **ALL** the questions and choose **ONLY ONE ANSWER** for each of them. Remember that there are no right or wrong answers. Thank you so much.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cod** | **Item** | **Always** | **Often** | **Some times** | **Seldom** | **Never / almost never** |
| QD1 | Is your workload unevenly distributed so it piles up? |  |  |  |  |  |
| QD2 | How often do you not have time to complete all your work tasks? |  |  |  |  |  |
| QD3 | Do you get behind with your work? |  |  |  |  |  |
| ED1 | Does your work put you in emotionally disturbing situations? |  |  |  |  |  |
| ED2 | Do you have to deal with other people’s (clients, customers) personal problems as part of your work? |  |  |  |  |  |
| HE2 | Does your work require that you hide your feelings? |  |  |  |  |  |
| DP2 | Do you have the possibility of learning new things through your work? |  |  |  |  |  |
| DP3 | Can you use your skills or expertise in your work? |  |  |  |  |  |
| DP4 | Does your work give you the opportunity to develop your skills? |  |  |  |  |  |
| MW1 | Is your work meaningful? |  |  |  |  |  |
| PR2 | Do you receive all the information you need in order to do your work well? |  |  |  |  |  |
| RE1 | Is your work recognized and appreciated by the management? |  |  |  |  |  |
| RE2 | Does the management at your workplace respect you? |  |  |  |  |  |
| RE3 | Are you treated fairly at your workplace? |  |  |  |  |  |
| CL1 | Does your work have clear objectives? |  |  |  |  |  |
| CL2 | Do you know exactly which areas are your responsibility? |  |  |  |  |  |
| CL3 | Do you know exactly what is expected of you at work? |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cod** | **Item** | **Always** | **Often** | **Some times** | **Seldom** | **Never / almost never** |
| CO2 | Are contradictory demands placed on you at work? |  |  |  |  |  |
| CO3 | Do you sometimes have to do things which ought to have been done in a different way? |  |  |  |  |  |
| IT1 | Do you sometimes have to do things which seem to be unnecessary? |  |  |  |  |  |
| QL3 | Would you say that your immediate superior is good at work planning? |  |  |  |  |  |
| QL4 | Would you say that your immediate superior is good at solving conflicts? |  |  |  |  |  |
| SS1 | How often is your immediate superior willing to listen to your problems at work, if needed? |  |  |  |  |  |
| SS2 | How often do you get help and support from your immediate superior, if needed? |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Cod** | **Item** | **Always** | **Often** | **Some times** | **Seldom** | **Never / almost never** | **I don´t have coworkers** |
| SC1 | How often do you get help and support from your colleagues, if needed? |  |  |  |  |  |  |
| SC2 | How often are your colleagues willing to listen to your problems at work, if needed? |  |  |  |  |  |  |
| SW1 | Is there a good atmosphere between you and your colleagues? |  |  |  |  |  |  |
| SW3 | Do you feel part of a community at your place of work? |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cod** | **Pregunta** | **Always** | **Often** | **Some times** | **Seldom** | **Never / almost never** |
| IW1 | Are you worried about your working tasks being changed against your will?  |  |  |  |  |  |
| IW2 | Are you worried about being transferred to another workplace, job, function, unit, department or section against your will?  |  |  |  |  |  |
| IW3 | Are you worried that your schedule (shifts, days of the week, start and end times) will be changed against your will?  |  |  |  |  |  |
| WF2 | Do you feel that your work drains so much of your ENERGY that it has a negative effect on your private life? |  |  |  |  |  |
| WF3 | Do you feel that your work takes so much of your TIME that it has a negative effect on your private life? |  |  |  |  |  |
| WF5 | Do the demands of your job interfere with your private and family life? |  |  |  |  |  |
| TE1 | Do the employees in general trust each other? |  |  |  |  |  |
| TM1 | Does the management trust the employees to do their work well? |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cod** | **Item** | **Always** | **Often** | **Some times** | **Seldom** | **Never / almost never** |
| TM2 | Do workers trust the information that comes from managers, directors or employers? |  |  |  |  |  |
| TM4 | Can workers express their opinions and feelings? |  |  |  |  |  |
| JU1 | In your work, are conflicts resolved in a fair way? |  |  |  |  |  |
| JU2 | Are employees valued when they have done a good job? |  |  |  |  |  |
| JU4 | Is the work distributed fairly? |  |  |  |  |  |

**Please note when answering the following questions that they have somewhat different answers.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Cod** | **Item** | **Never** | **Seldom** | **Almost always** | **Always** |
| VU1 | Are you afraid to ask for better working conditions? |  |  |  |  |
| VU2 | Do you feel defenseless in the face of unfair treatment from your superiors? |  |  |  |  |
| VU3 | Are you afraid of being fired if you don't do what they ask? |  |  |  |  |
| VU4 | Do you consider that your superiors treat you in a discriminatory or unfair way? |  |  |  |  |
| VU5 | Do you consider that you are treated in an authoritarian or violent way? |  |  |  |  |
| VU6 | Do they make you feel that you can be easily replaced? |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **N°** | **Item** | **No** | **Yes, a few times** | **Yes, monthly** | **Yes, weekly** | **Yes, daily** |
| CQ1 | Have you been involved in quarrels or conflicts at your workplace during the last 12 months? |  |  |  |  |  |
| UT1 | Have you been exposed to unpleasant teasing at your workplace during the last 12 months? |  |  |  |  |  |
| HSM1 | Have you been exposed to work-related harassment on the social media (e.g. Facebook), by e-mail or text messages during the last 12 months? |  |  |  |  |  |
| SH1 | Have you been exposed to undesired sexual attention at your workplace during the last 12 months? |  |  |  |  |  |
| PV1 | Have you been exposed to physical violence at your workplace during the last 12 months? |  |  |  |  |  |
| AL | Bullying means that a person repeatedly is exposed to unpleasant or degrading treatment, and that the person finds it difficult to defend himself or herself against it. Have you been exposed to bullying at your workplace during the last 12 months? |  |  |  |  |  |
| HO | How often do you feel unjustly criticised, bullied or shown up in front of others by your colleagues or your superior? |  |  |  |  |  |