

Example Menopause General Workplace Risk Assessment

Activity	Potential Impact	Action being taken	Additional Action required	Person responsible/date
Travel to and from office/to and from site work.	Exacerbation of symptoms such as fatigue, stress and anxiety, RTA.	Option to work flexibly. Ability to work from home Hybrid working.		
Desk based office work – poor temperature control.	Exacerbation of symptoms. such as hot flushes, sweating. Embarrassment.	Heat map office, relocate desks to cooler areas. Employees to have ability to adjust temperature of heating Supply of fresh drinking water	Provide desk fans. Provide black out blinds.	
Desk based office work – static position.	Exacerbation of symptoms of fatigue.	Plan regular breaks into the day.	Create rest area away from workstation. Investigate provision of adjustable desks.	
Heavy workload.	Exacerbation of symptoms of stress, anxiety, fatigue, brain fog. Disengagement by employee. Strain on working relationships Poor work-life balance.	Regular 1-1 meetings with manager to discuss workload and agreed priorities. Monitor task allocation Encourage employee input.		
Poor autonomy and job control.	Exacerbate feelings of symptoms, low mood, disengagement.	Manager to ensure variety to tasks. Involve employee in determination of priorities and timescales. Encourage employee input.		
Access to welfare facilities. Urgent need to go to the toilet, heavy periods and access to sanitary products.	Exacerbation of symptoms, embarrassment.	Ensure easy unrestricted access and sufficient toilet and welfare facilities. Free sanitary products.		
Experiencing symptoms at work.	Embarrassment, discomfort, anxiety.	Rest/quiet areas away from colleagues.	Person specific risk assessments with employee involvement if needed.	

Perception of peri/menopause in the workplace, health-based culture.	Negative or judgemental comments from colleagues exacerbating symptoms. Lack of knowledge and understanding by colleagues and managers resulting in failure to take appropriate action, closed culture, appropriate workplace action not taken.	Awareness training for managers. Menopause policy. Managers to model inclusive behaviours. Menopause risk assessments.	Awareness training for colleagues.	
Formal presentations and meetings.	Exacerbation of symptoms, hot flushes, anxiety.	Allow sufficient time for meeting preparation. Provide water in meeting room. Do not overcrowd room. Ensure windows can be opened. Provide fans.	Investigate installation of microclimate temperature controls for meeting room.	
Wearing polyester uniform.	Exacerbation of symptoms such as hot flushes, excessive sweating.	Replace nylon uniform with loose fitting breathable fabric. Provide spares so that employees can change if necessary. Private location for changing if required.	Consider installation of shower in changing room.	

Risk Assessments should always be completed by a competent person.

This is an example document offered free of charge to demonstrate how a general workplace risk assessment for peri/menopause might look and as a starting point for creating for users to complete their own risk assessment. It cannot be guaranteed that this risk assessment will be suitable or sufficient for your needs or that it will ensure legal compliance.

Advice on workplace risk assessments can be obtained by e-mailing Buzz Safety Consultants at helen.byram@buzzsafetyconsultants.co.uk or by calling 07572464445.