





PC robertson cooper limited

ASSET

An Organisational Stress Screening Tool

Background

This ASSET questionnaire has been designed to help organisations assess the risk of stress in their workforce. It measures potential exposure to stress in respect of a range of common workplace stressors and consequently can represent an organisation's first step towards effectively managing stress in the workplace. ASSET provides a quick and reliable method of assessing and monitoring areas of potential risk and so helps to focus organisational attention and resource on these areas.

As a diagnostic tool, ASSET enables organisations to: *survey* the level of stress that exists in the organisation; *examine* the extent to which groups are differentially affected; and *identify* what the sources of pressure are for different groups across the organisation. The ASSET questionnaire collects important stress-related data by asking straightforward questions about the sources and effects of workplace stress. These questions are posed to the people who are the most qualified to answer them: the employees.

The questionnaire is divided into four sections. It starts by asking you for general biographical information. The next three sections ask you about your perceptions of pressure at work. The first of these concerns your job and also includes some questions relating to home and social life-related pressures. The next section is concerned with your attitude towards your organisation and the final section is about your health. Each of these sections has been designed to measure your exposure to stress in respect of a wide range of common workplace stressors.

The findings of this survey will be used to inform research being carried out at Lancaster University as part of a Doctoral Thesis. By filling out and returning this survey you are consenting to the data being used. Anonymity and Confidentiality are assured.

Contact details: Ian Hesketh E-mail: ian.hesketh@lancashire.pnn.police.uk Tel: 07595239508

How to complete the questionnaire:

- >> Please answer ALL the questions.
- >> Please print text clearly in CAPITAL LETTERS
- >> Please give your first and natural answer try not to dwell too long on each question
- Work quickly and efficiently through the questionnaire it will only take you about 10-15 minutes to complete
- Please base your answers on how you have felt during the last three months unless a question tells you to do otherwise

Confidentiality and Anonymity

Please be assured that the information you provide will remain strictly confidential and your anonymity is assured

Please return to Ann-Marie Bull, Strategic HR Manager – Operations, in the envelope provided







PC robertson cooper limited

BIOGRAPHICAL QUESTIONNAIRE

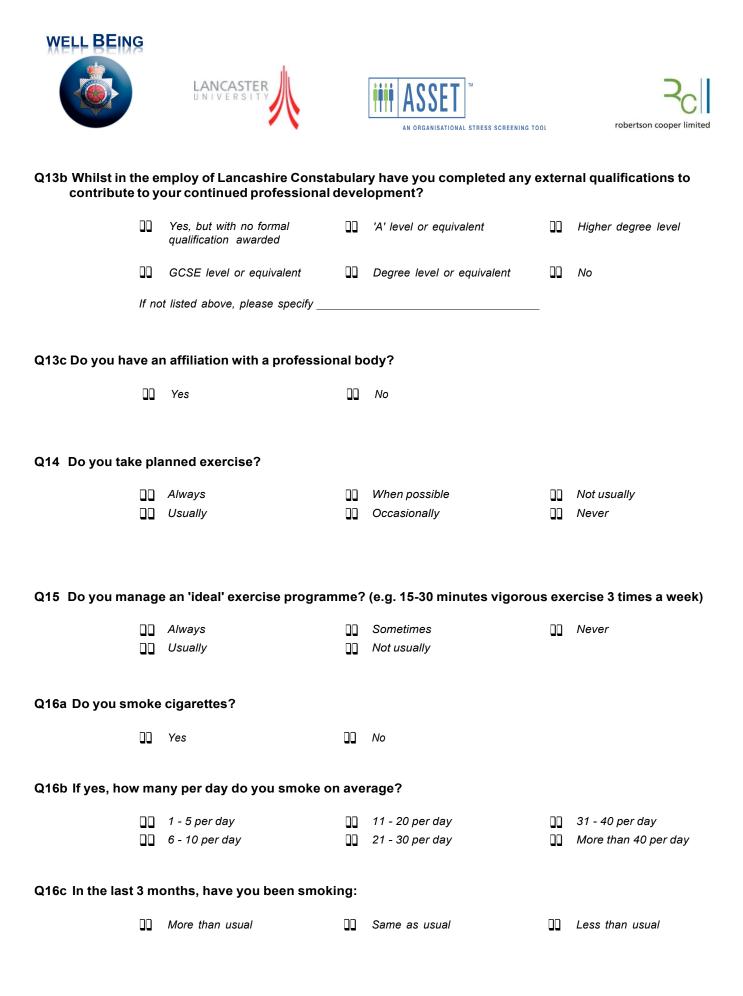
			YOUR C	URRENT JOB			
Q1	Which division	ı do you work in?					
		A Western B Northern		D Central E Eastern	G H		
		C Southern		F Pennine	HQ		
Q2	Which group o	f staff do you belong t	0?				
		Inspector +		LC10+	LC2/5		
		Sergeant		LC8/10			
		Constable		LC6/7			
Q3	On what basis	are you employed?					
		Full-time		Part-time	Other (please specify)		
Q4	When do you e	expect your next promo	otion?				
		Within 1 year		Over 5 years			
	00	1-5 years		Never			
		veek, how many hours veek, how many hours					
			YOU AND	YOUR FAMILY			
Q6	Sex:	Male		Female			
Q7	Age:						
		Under 21		31 - 40 years	51 - 60 years		
		21 - 30 years		41 - 50 years	Over 60 years		
Q8	How would yo	ou describe your ethnic	c origin?				
	White Black Coribboon			Black Caribbean	Pakistani		
		Irish		Black	Chinese		
		Indian		African Black other	Other		

W	ELL BEIN	G															
				ICAS V E R S					A	SSE Iganisatic	TM DNAL STRESS SC	REENING TO	001		robei	rtson coope	C limited
Q9	Status																
			Married/C Living wit					Singl Sepa		d					orced dowed		
Q10a Is your faith catered for at work?																	
			Yes					No									
Q10b	o Is your fa	aith a	n issue a	t wor	·k?												
			Yes					No									
Q11a If you are living with a partner, does he/she work?																	
			Yes					No									
Q11k	o If Yes, is i	it full	-time or p	oart-t	ime?												
	·	00	Full-time					Part-t	time								
Q12a	a Number o	of chi	ldren age	ed 18	years or	unde	er?										
			None		1		2			3		4			5		More than 5
Q12t	o Number o	of de	pendants	ageo	l over 18	years	s?										
			None		1		2			3		4		םנ	5		More than 5
Q120	: Do you ha	ave c	aring res	pons	ibility fo	r othe	ers?										inan J
	, ,		Yes		,			No									
		uu	100					140									
					<u>YOU</u>	IR ED	OUCA	TION	8	LIFE	STYLE						
Q13a	a Academi	c leve	el reacheo	d in fu	ull-time e	educa	tion?	(plea	ise s	speci	fy an alte	ernativ	ve leve	el if	appro	priate)	
			No forma	l qual	ification			'A' le	velo	or equi	valent			Hig	gher deg	ree leve	el

GCSE level or equivalent

'A' level or equivalentDegree level or equivalent

Other



WELL BEING									
	LANCASTER		ASSET	51	Rec robertson cooper limited				
Q17a Do you drink	alcohol?								
00	Yes		No						
	Q17b If Yes, how many units do you drink per week on average? (1 unit = half a pint of beer, 1 small glass of wine or 1 measure of spirits)								
	1 - 5 units		11 - 20 units		31 - 40 units				
	6 - 10 units		21 - 30 units		More than 40 units				
Q17c In the last 3 months, have you been drinking:									
00	More than usual		Same as usual		Less than usual				
		וח							
			<u>SABILITY</u>						
Q18a Do you have a	a disability?								
00	Yes		No						
Q18b If yes, does th	nis relate to: physical health	1?							
00	Yes		No						
018c Ifves does the	nis relate to: mental health?								
	Yes		No						
	103		NO						
	Ŋ	OUR	INTERESTS						
Q19 Do you find tir	Q19 Do you find time to relax and wind down?								
םם	Always	Isually	. When possible	le	Not usually				
Q20 Do you have a	ny interests or hobbies?								
00	Yes		No						









Q21 In general, do you mix socially with work colleagues?

Yes

No No

Q22 Do you take part in any Sports and Social Club Activity?

 Yes
 No

- Q23 Are you a member of a gym/health club?
 - Yes
 No
- Q24 If yes, is this one for which there are corporate concessions (for being a member of Lancashire Constabulary)?

 Yes
 No









PERCEPTIONS OF YOUR JOB

1	am	troi	iplec	I that:
	am	uuu	INIEC	ι ιπαι.

		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
1	I work longer hours than I choose or want to						
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
10	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that…						
		Strongly	Disagree	Slightly	Slightly	Agree	Strongly
14	My pay & benefits are not as good as other people doing the same or similar work	Disagree		Disagree	Agree		Agree DD
15	The technology in my job has overloaded me						
16	My organisation is constantly changing for change's sake						
17							
18	I feel isolated at work e.g. working on my own or lack of social support from others						
19	I am not sure what is expected of me by my boss						
20	Other people at work are not pulling their weight						
21	I am set unrealistic deadlines						
22							
23	My boss is forever finding fault with what I do						
24	Others take the credit for what I have achieved						
25	l have to deal with difficult customers/clients						



I am troubled that.....



ASSET **



AN ORGANISATIONAL STRESS SCREENING TOOL

		04		011-11-11	Olively the Assess	A	04
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
26	My relationships with colleagues are						
	poor						
27	I do not feel I am informed about what is going on in this organisation						
28	I am never told if I am doing a good job						
29	I am not involved in decisions affecting my job						
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31	I do not have the proper equipment or resources to do my job						
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33	My job is likely to change in the future						
34	My job skills may become redundant in the near future						
35	My ideas or suggestions about my job are not taken into account						
36	I have little or no influence over my performance targets						
37	l do not enjoy my job						

ATTITUDES TOWARDS YOUR ORGANISATION

		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
1	I feel valued and trusted by the organisation			ŪŪ			
2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
3	If asked, I am prepared to take on more responsibility or tasks not in my job description						
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5	I am proud of this organisation						
6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						









YOUR HEALTH

	Over the last 3	months, have	you e	experienced a Never	any of t	he followi Rarely		oms or cha Sometimes	_	es in b	Dehaviour? Often
1	Lack of appetite c	or over eating									
2	Indigestion or hea	•									
3	Insomnia - sleep l										
4	Headaches										
5	Panic or anxiety a	attacks									
6	Muscular tension		3								
7	Feeling nauseous	•									
8	Constant irritabilit	-									
9	Difficulty in makin	-									
10	Loss of sense of I	numour									
11	Feeling or becom too easily	ing angry with oth	ers								
12	Constant tirednes	S									
13	Feeling unable to	cope									
14	Avoiding contact	with other people									
15	Mood swings										
16	Unable to listen to										
17	Having difficulty c	oncentrating									
Q18	Have you had a			UR HEAL	•		UED)				
Q19	Over the last 3	months, how v Good	vould	l you rate you []]	u r over Alright		•	D Po	or		
Q20	Over the last 3	months, rough 100% productive	lly ho	90-99% 90-oductive	e have	you felt in 80-89% productive		? 70-79% productive			Less than 70% productive
Q21	Over the last 6 effect on you?	months, have y	you e	encountered a	any ma	ijor stress	ful event	s that have	had	l an ir	nportant
		Yes		No							
Q22	Over the last 3	months, how n	nany	working day	s have	-	off work 2-5	through illi	ness DD		i jury? more
Q23	How many time	es have you be	en to	your doctor	over th	ne last 3 m	onths?				
	•	0					2 -5			6 or	more
Q24											

 Yes
 No









Is there anything else you would like to add that has not come up already on the questionnaire? If yes, please state below.

When you have finished, please check through the questionnaire to ensure you have answered all the items.

MANY THANKS FOR TAKING PART IN THIS QUESTIONNAIRE AND, ONCE AGAIN, PLEASE BE ASSURED OF YOUR COMPLETE CONFIDENTIALITY AND ANONYMITY BY TAKING PART IN THIS SURVEY PLEASE RETURN TO HR AT HQ IN THE ENVELOPE PROVIDED

If you have any concerns or complaints about this project you may contact either HR (as detailed above), or Lancaster University:

Cary L. Cooper, CBE

Pro Vice Chancellor for External Relations & Distinguished Professor of Organizational Psychology & Health Lancaster University Management School, Lancaster University, UK Tel:01524 510750







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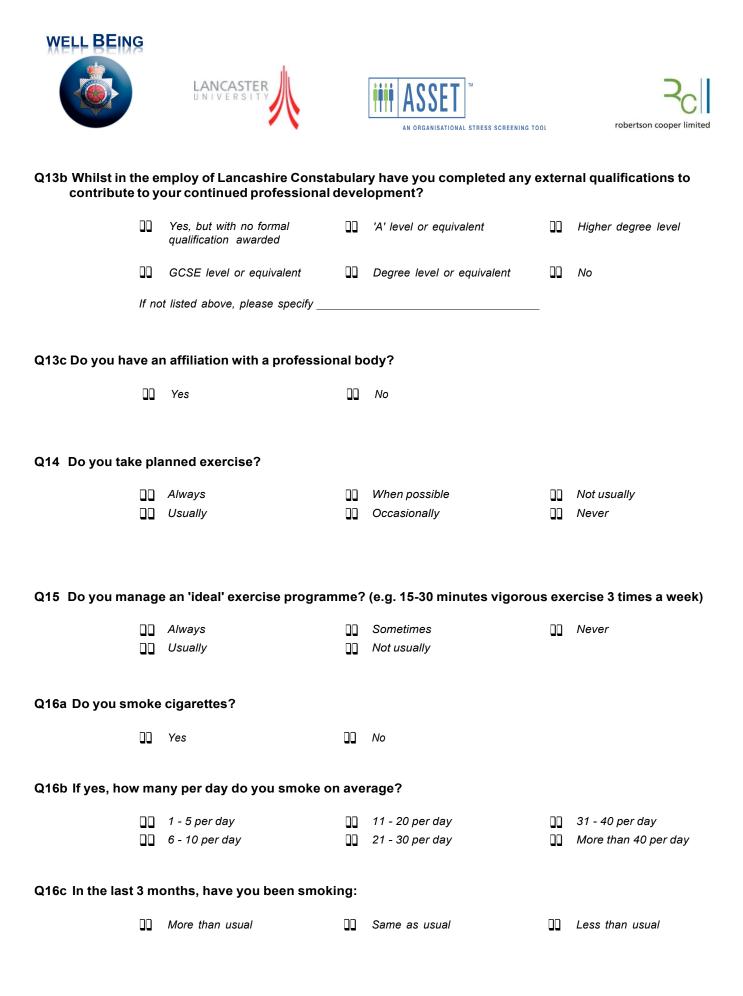
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		C Southern		F Pennine	HQ		
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		Sergeant		LC8/10			
		Constable		LC6/7			
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		Full-time		Part-time	Other (please specify)		
Q4	When do you e	expect your next promo	otion?				
		Within 1 year		Over 5 years			
		1-5 years		Never			
		veek, how many hours veek, how many hours					
			YOU AND	YOUR FAMILY			
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Q7	Age:						
		Under 21		31 - 40 years	51 - 60 years		
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		Indian		African Black other	Other		

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W	ELL BEIN	G													
			LAN	ICAS V E R S	TER				ASS n organie	ET M	CREENING TO	001	rob	ertson coope	C limited
Q9	Status														
			Married/C Living with		-			Single Separ					vorced ïdowed		
Q10	Q10a Is your faith catered for at work?														
			Yes					No							
Q10	b Is your fa	aith a	n issue a	t wor	·k?										
			Yes					No							
Q11	Q11a If you are living with a partner, does he/she work?														
			Yes					No							
Q11	b If Yes, is i	it full	-time or p	art-t	ime?										
			Full-time					Part-tin	ne						
012	a Number o	ofchi	ldren age	d 18	vears or	unde	r?								
QIL			_		-			_	-						
			None		1		2		3	UU	4	UU	5		More than 5
Q12	b Number o	of de	pendants	ageo	l over 18	year	s?								
			None		1		2	٦	3	00	4		5		More than 5
Q12	c Do you ha	ave c	aring res	pons	ibility fo	r othe	rs?								
			Yes					No							
					YOU	RF			811	FESTYLE					
					100										
Q13	a Academi	c leve	el reached	d in fu	ull-time e	duca	tion?	(pleas	e spe	cify an alt	ernati	ve level	fappr	opriate)	
			No forma	l qual	ification			'A' lev	el or e	quivalent		оо н	igher de	gree leve	e/

'A' level or equivalentDegree level or equivalent

Other



WELL BEING								
	LANCASTER UNIVERSITY		AN ORGANISATIONAL STRESS SCREENING TO	01	PC robertson cooper limited			
Q17a Do you drink a	alcohol?							
	Yes		No					
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	6 - 10 units		21 - 30 units		More than 40 units			
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00	More than usual		Same as usual		Less than usual			
		DIS	<u>SABILITY</u>					
Q18a Do you have a	a disability?							
00	Yes		No					
Q18b If yes, does th	is relate to: physical healt	th?						
	Yes		No					
Oden If you down th	is relate to: mental health							
-								
	Yes		No					
		YOUR	INTERESTS					
Q19 Do you find tin	ne to relax and wind down	1?						
		Usually	D When possib		Not usually			
		Usually						
Q20 Do you have a	ny interests or hobbies?							
00	Yes		No					

WE		UNIVERSITY		AN ORGANISATIONAL STRESS SCREENING TOOL						
Q21	In general, do y	you mix socially with work c	ollea	agues?						
	00	Yes		No						
Q22	Do you take pa	rt in any Sports and Social	Club	Activity?						
	00	Yes		No						
Q23	Q23 Are you a member of a gym/health club?									
		Yes		No						
	Q24 If yes, is this one for which there are corporate concessions (for being a member of Lancashire Constabulary)?									
		Yes		No						
		LANCON	I RE	SPONSE						
Q25	Since the las discussing		have	you read or heard the Chief Officer Team or SMT's						
	00	Yes		No						
Q26	Since the las being?	t Well-being survey (2012) h	nave	you seen an increase in the organisational focus on well-						
		Yes		No						
Q27	Do you cons	ider Well-being to now be a	n org	anisational priority?						
		Yes		No						
Q28	Since the las	st Well-being survey have yo	ou be	en on a Resilience Course?						
		Yes		No						







PERCEPTIONS OF YOUR JOB

-						
	am	tro	uh	hol	th	at.
	am	uv	uv	IEU		αι.

	i ani ti oubleu tilat.						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
1	I work longer hours than I choose or want to						
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
14	My pay & benefits are not as good as other people doing the same or similar work						
15	The technology in my job has overloaded me						
16	My organisation is constantly changing for change's sake						
17	My work is dull and repetitive						
18	I feel isolated at work e.g. working on my own or lack of social support from others						
19	I am not sure what is expected of me by my boss						
20	Other people at work are not pulling their weight						
21	I am set unrealistic deadlines						
22	l am given unmanageable workloads						
23	My boss is forever finding fault with what I do						
	Others take the credit for what I have achieved						
25	I have to deal with difficult customers/clients						



I am troubled that.....



iiii ASSET [™]



AN ORGANISATIONAL STRESS SCREENING TOOL

		- · ·				-	- · · ·
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
26	My relationships with colleagues are	٥		٥			בם
	poor						
27	I do not feel I am informed about what is going on in this organisation						
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		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
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2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
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6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						









YOUR HEALTH

	Over the last 3 months, have you	experienced a Never	ny of the followin Rarely	g symptoms or change Sometimes	e s in behaviour? Often
1	Lack of appetite or over eating				
2	Indigestion or heartburn				
3	Insomnia - sleep loss				
4	Headaches				
5	Panic or anxiety attacks				
6	Muscular tension / aches and pains				
7	Feeling nauseous or being sick				
8	Constant irritability				
9	Difficulty in making decisions				
10	Loss of sense of humour				
11	Feeling or becoming angry with others too easily				
	Constant tiredness				
13	Feeling unable to cope				
14	Avoiding contact with other people				
15	Mood swings				
16 17	Unable to listen to other people Having difficulty concentrating				
17	Taking difficulty concentrating				
Q18	Have you had any significant illne		TH (CONTINI st 6 months? No	UED)	
Q19	Over the last 3 months, how wou	ld you rate you]]	Ir overall health? Alright	D Poor	
Q20	Over the last 3 months, roughly h	ow productive 90-99% productive	e have you felt in y 	your job? 70-79% productive	Less than 70% productive
Q21	Over the last 6 months, have you effect on you?	encountered a	any major stressfu	ul events that have had	an important
	U Yes U	No			
000	Over the last 2 months, how more			ff	an in item 2
QZZ	Over the last 3 months, how man		•	2-5	6 or more
Q23	How many times have you been t	o your doctor	over the last 3 mo	onths?	
		1		2 -5	6 or more
Q24	Have you ever taken Rest Days, F when you have in fact been ill or		art of your Annua	I Leave entitlement to h	nave time off

 Yes
 No

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Is there anything else you would like to add that has not come up already on the questionnaire? If yes, please state below.

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If you have any concerns or complaints about this project you may contact either HR (as detailed above), or Lancaster University:

Cary L. Cooper, CBE

Pro Vice Chancellor for External Relations & Distinguished Professor of Organizational Psychology & Health Lancaster University Management School, Lancaster University, UK Tel:01524 510750







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How to complete the questionnaire:

- >> Please answer ALL the questions.
- >> Please print text clearly in CAPITAL LETTERS
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DCC Rhodes





BIOGRAPHICAL QUESTIONNAIRE

YOUR CURRENT JOB

Q1	Which gro	up o	of staff do	you	belong t	0?										
			Ch Supt					Sup	t					Ch	Insp	
Q2	In an avera	age v	week, hov	v ma	ny hours	are y	ou c	ontra	acteo	d to wo	ork?			_		
Q3	In an avera	n an average week, how many hours do you actually work?														
Q4	Sex:		Male					Fem	ale							
Q5	Age:		31 - 40 ye 41 - 50 ye						- 60 y er 60	rears years						
Q6	ls your fa	ith c	atered fo	r at w	vork?											
			Yes					No								
Q7	ls your fa	ith a	n issue a	t wor	·k?											
			Yes					No								
Q8	lf you are	livin	g with a p	oartn	er, does	he/sh	ne wo	rk?								
			Yes					No								
Q9	lf Yes, is i	t full	-time or p	oart-t	ime?											
			Full-time					Part	-time							
Q10	Number o	f chi	ildren age	ed 18	years or	unde	er?									
			None		1		2			3		4			5	More than 5
Q11	Number o	fdej	pendants	ageo	d over 18	year	s?									linari J
			None		1		2			3		4		ם	5	More than 5
Q12	Do you ha	ive c	aring res	pons	ibility fo	r othe	ers?									
			Yes					No								





Q13 Academic level reached in full-time education? (please specify an alternative level if appropriate)

		No formal qualification GCSE level or equivalent		'A' level or equivalent Degree level or equivalent		Higher degree level Other
Q14		nploy of Lancashire Constal our continued professional		y have you completed any ex lopment?	ktern	al studies to
		Yes, but with no formal qualification awarded		'A' level or equivalent		Higher degree level
		GCSE level or equivalent		Degree level or equivalent		No
	If no	ot listed above, please specify				
Q15	Do vou have a	n affiliation with a professio	onal b	ody (ea CMI. CIPD. IfL)?		
_				, (
		Yes		No		
Q16	Do you take pl	anned exercise?				
		Always		When possible		Not usually
		Usually		Occasionally		Never
Q17	Do vou manac	ie an 'ideal' exercise prograi	nmeʻ	? (e.g. 15-30 minutes vigorou	is ex	ercise 3 times a week)
-		,	-			· · · · · · · · · · · · · · · · · · ·
		Always		Sometimes		Never
		Usually		Not usually		
Q18	Do you smoke	ecigarettes?				
		Yes		No		
Q19	lf yes, how ma	ny per day do you smoke o	n ave	rage?		
		1 - 5 per day		11 - 20 per day		31 - 40 per day
		6 - 10 per day		21 - 30 per day		More than 40 per day
					uu	
Q20	lf yes, in the la	ist 3 months, have you been	smo	king:		
		More than usual		Same as usual		Less than usual





Q21	Do you drink a	alcohol?							
		Yes			No				
Q22	If Yes, how ma wine or 1 meas		nk per we	eek (on average? (1 u	nit = half a pi	nt o	f beer, 1 small glass o	f
		1 - 5 units			11 - 20 units			31 - 40 units	
		6 - 10 units			21 - 30 units			More than 40 units	
Q23	lf yes, in the la	ast 3 months, have y	ou been	drin	king:				
		More than usual			Same as usual			Less than usual	
Q24	Do you have a	disability?							
	00	Yes			No				
Q25	lf yes, does th	is relate to: physica	l health?						
	00	Yes			No				
Q26	lf yes, does th	is relate to: mental h	nealth?						
		Yes			No				
Q27	Do you find tin	ne to relax and wind	down?						
	00	Always	🔲 Usu	ally	00	When possible	9	Not usually	
Q28	Do you have a	ny interests or hobb	ies?						
	00	Yes			No				
Q29	In general, do g	you mix socially with	n work co	ollea	gues?				
		Yes			No				
Q30	Do you take pa	art in any Police Spo	rts and S	ocia	I Club Activity?				
		Yes			No				
Q31	Are you a mem	iber of a gym/health	club?						
		Yes			No				
Q32	lf yes, is this of Constabulary)	ne for which there aı ?	re corpor	ate	concessions (fo	r being a men	nbei	r of Lancashire	
		Yes			No				





PERCEPTIONS OF YOUR JOB

	I am troubled that:	Strongly	Disagree	Slightly	Slightly	Acros	Strongly
		Disagree	Disagree	Disagree	Slightly Agree	Agree	Agree
1	I work longer hours than I choose or want to						
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
10	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
14		Strongly Disagree	Disagree	• •	Slightly Agree	Agree	Strongly Agree
	My pay & benefits are not as good as other people doing the same or similar	Disagree		Disagree	Agree	-	
15	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has	Disagree		Disagree	Agree		
15	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing						
15 16	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from						
15 16 17 18	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on						
15 16 17 18 19	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling				Agree		
15 16 17 18 19 20	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss						
15 16 17 18 19 20	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines						
15 16 17 18 19 20 21	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines						
15 16 17 18 19 20 21 22 23	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines I am given unmanageable workloads My boss is forever finding fault with						





	I am troubled that	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
26	My relationships with colleagues are poor						
27	I do not feel I am informed about what is going on in this organisation						
28	I am never told if I am doing a good job						
29	I am not involved in decisions affecting my job						
30	I am not adequately trained to do many aspects of my job						
31	I do not have the proper equipment or resources to do my job						
32	I do not have enough time to do my job as well as I would like						
33	My job is likely to change in the future						
34	My job skills may become redundant in the near future						
35	My ideas or suggestions about my job are not taken into account						
36	I have little or no influence over my performance targets						
37	l do not enjoy my job						

ATTITUDES TOWARDS YOUR ORGANISATION

		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
1	I feel valued and trusted by the organisation	Ū		Ŭ			
2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
3	If asked, I am prepared to take on more responsibility or tasks not in my job description						
4	I enjoy working for this organisation to the extent that I am not actively seeking a job elsewhere						
5	I am proud of this organisation						
6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						





YOUR HEALTH

	Over the last 3 months, have you ex	perienced any o	of the following syn Rarely	nptoms or changes Sometimes	in behaviour? Often
1	Lack of appetite or over eating				
2	Indigestion or heartburn				
3	Insomnia - sleep loss				
4	Headaches				
5	Panic or anxiety attacks				
6	Muscular tension / aches and pains				
7	Feeling nauseous or being sick				
8	Constant irritability				
9	Difficulty in making decisions				
10	Loss of sense of humour				
11	Feeling or becoming angry with others too easily				
12	Constant tiredness				
13	Feeling unable to cope				
14	Avoiding contact with other people				
15	Mood swings				
16	Unable to listen to other people				
17	Having difficulty concentrating				

YOUR HEALTH (CONTINUED)

Q33	Have you had a	any significant illn Yes	esses in the la	st 6 months? No		
Q34	Over the last 3	months, how wou Good	IId you rate you D	ur overall health? Alright		oor
Q35	Over the last 3	months, roughly 100% I productive	-	e have you felt in 	your job? 1 70-79% productive	Less than 70% productive
Q36	Over the last 6 effect on you?		_	any major stressf	ul events that have	e had an important
Q37	Over the last 3	months, how mar	ny working day		off work through il 2-5	Iness or injury?
Q38	How many time	es have you been 0	to your doctor		onths? 2 -5	6 or more





Superintendents

Q39	9 Have you ever taken Rest Days, Flexi, CTO or part of your Annual Leave entitlement to have time off when you have in fact been ill or injured?							
	00	Yes		No				
Q40	Have you ever	taken leave/sic	k day	ys due to o	caring respons	ibilities?		
		Yes		No				
Q41	Have you taker	n all of your anr	nual	eave entit	tlement in the l	ast 12 months?		
		Yes		No				
Q42	Have you taker	n all of your Re	st Da	ys in the	last month?			
		Yes		No				
Q43	Do you docum	ent all of the ho	ours	you actua	lly work?			
		Yes		No				
Q44	Do you provide	e on call cover?	•					
		Yes		No				
045	lf you provide (on call covor d		u tako voj	ur timo off in liv	NU 2		
Q+J			io yo	-		<i>i</i> u :		
		Yes			No No		00 N/A	
Q46	lf you provide o	on call cover, c	an yo	ou identify	y any issues/fr	ustrations you ha	ave with the current syst	em?
Q47	Would you reco	mmend any so	lutio	ns or best	practice exam	ples?		
Thar	ık you for comp	leting this ques	tion	naire				
DCC	Rhodes							

2 ASSET is copyright of Robertson Cooper Limited,







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Appendix 6

Talent Management Group - ASSET

An Organisational Stress Screening Tool

This ASSET questionnaire has been designed to help organisations assess the risk of stress in their workforce. It measures potential exposure to stress in respect of a range of common workplace stressors and consequently can represent an organisation's first step towards effectively managing stress in the workplace. ASSET provides a quick and reliable method of assessing and monitoring areas of potential risk and so helps to focus organisational attention and resource on these areas.

As a diagnostic tool, ASSET enables organisations to: survey the level of stress that exists in the organisation; examine the extent to which groups are differentially affected; and identify what the sources of pressure are for different groups across the organisation. The ASSET questionnaire collects important stress-related data by asking straightforward questions about the sources and effects of workplace stress. These questions are posed to the people who are the most qualified to answer them: the employees.

The questionnaire is divided into four sections. It starts by asking you for general biographical information. The next three sections ask you about your perceptions of pressure at work. The first of these concerns your job and also includes some questions relating to home and social life-related pressures. The next section is concerned with your attitude towards your organisation and the final section is about your health. Each of these sections has been designed to measure your exposure to stress in respect of a wide range of common workplace stressors.

The findings of this survey will be used to assist Lancashire Constabulary to develop a robust and sustainable well-being strategy to take the organisation forward. By filling out and returning this survey you are consenting to the data being used. Anonymity and Confidentiality are assured.

How to complete the questionnaire:

- Please answer ALL the questions
- Please give your first and natural answer try not to dwell too long on each question
- Work quickly and efficiently through the questionnaire it will only take you about 10
 minutes to complete
- Please base your answers on how you have felt during the last three months unless a question tells you to do otherwise

Confidentiality and Anonymity

Please be assured that the information you provide will remain strictly confidential and your anonymity is assured

XX	ELL BEING	LANCASTER UNIVERSITY	<u>UR C</u>	URRENTANGOB	OL	Pool		
Q1	Which division	n do you work in?						
		A Western B Northern C Southern Other - Please Specify		D Central E Eastern F Pennine		G H HQ		
Q2	Have you ever	r applied for promotion?						
		Yes, once		l have passed the exams but never applied				
		Yes, on more than one occasion		Never				
Q3	Q3 In an average week, how many hours do you actually work? YOU AND YOUR FAMILY							
Q4	Sex:	Male		Female				
Q5	Age:	Under 21 21 - 30 years		31 - 40 years 41 - 50 years		51 - 60 years Over 60 years		
Q6	Q6 How would you describe your ethnic origin?							
		White		Black Caribbean		Pakistani		
		Irish		Black African		Chinese		
		Indian		Black other		Other		

XX	ELL BEING		LANCASTER UNIVERSITY		ASSET	L	robertson cooper limited		
Q7	Status								
	l		Married/Civil Partnership		Single		Divorced		
	I		Living with partner		Separated		Widowed		
	YOUR EDUCATION & LIFESTYLE								
Q8	Do you take	e pla	inned exercise?						
			Always Usually		When possible Occasionally		Not usually Never		
Q9	Do you mar	nage	e an 'ideal' exercise program	me?	² (e.g. 15-30 minutes vigorou	s exe	ercise 3 times a week)		
	l		Always Usually		Sometimes Not usually		Never		
Q10a	a Do you smo	oke	cigarettes?						
	I		Yes		No				
Q101	Q10b If yes, how many per day do you smoke on average?								
			1 - 5 per day 6 - 10 per day		11 - 20 per day 21 - 30 per day		31 - 40 per day More than 40 per day		
Q100	c In the last 3	3 mc	onths, have you been smokii	ng:					
	I		More than usual		Same as usual		Less than usual		

WELL BEING								
	LANCASTER UNIVERSITY		IIIII ASSET [™]					
Q11a Do you drink	alcohol?		AN ORGANISATIONAL STRESS SCREENING TOO)L	roberson cooper innited			
	Yes		No					
Q11b If Yes, how many units do you drink per week on average? (1 unit = half a pint of beer, 1 small glass of wine or 1 measure of spirits)								
	1 - 5 units 6 - 10 units		11 - 20 units 21 - 30 units		31 - 40 units More than 40 units			
Q11c In the last 3 m	onths, have you been drinki	ng:						
	More than usual		Same as usual		Less than usual			
		DIS	SABILITY					
Q12a Do you have a	a disability?							
	Yes		No					
Q12b If yes, does th	is relate to: physical health?	•						
	Yes		No					
Q12c If yes, does th	is relate to: mental health?							
	Yes		No					
	YOUR INTERESTS							
Q13 Do you find tin	ne to relax and wind down?							
	Always 🔲 Usu	ually	When possibl	le	Not usually			
Q14 Do you have a	ny interests or hobbies?							
	Yes		No					







Cross one of the six categories from Strongly disagree to Strongly agree for each statement as it applies to you.

I am troubled that:

		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
1	I work longer hours than I choose or want to						
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
10	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that						
		Strongly	Disagree	Slightly	Slightly	Agree	Strongly
14	My pay & benefits are not as good as other people doing the same or similar	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has	Disagree	-	Disagree	Agree	_	Agree
15	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing	Disagree		Disagree	Agree		Agree
15 16	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me	Disagree		Disagree	Agree		Agree
15 16 17	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from						Agree
15 16 17 18	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me				Agree		Agree
15 16 17 18 19	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling				Agree		Agree
15 16 17 18 19 20	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss				Agree		Agree
15 16 17 18 19 20 21 22	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines I am given unmanageable workloads				Agree		Agree
 15 16 17 18 19 20 21 22 23 	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines I am given unmanageable workloads My boss is forever finding fault with what I do				Agree		Agree
15 16 17 18 19 20 21 22 23 24	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines I am given unmanageable workloads My boss is forever finding fault with				Agree		Agree





I am troubled that.....





PC

AN ORGANISATIONAL STRESS SCREENING TOOL

		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
26	My relationships with colleagues are	ů		ů			Ľ
27	poor I do not feel I am informed about what is going on in this organisation						
28	I am never told if I am doing a good job						
29	I am not involved in decisions affecting my job						
30	I am not adequately trained to do many aspects of my job						
31	I do not have the proper equipment or resources to do my job						
32	I do not have enough time to do my job as well as I would like						
33	My job is likely to change in the future						
34	My job skills may become redundant in the near future						
35	My ideas or suggestions about my job are not taken into account						
36	I have little or no influence over my performance targets						
37	I do not enjoy my job						

ATTITUDES TOWARDS YOUR ORGANISATION

		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
1	I feel valued and trusted by the organisation						
2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
3	If asked, I am prepared to take on more responsibility or tasks not in my job description						
4	I enjoy working for this organisation to the extent that I am not actively seeking a job elsewhere						
5	I am proud of this organisation						
6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						









	Over the last 3 months, have yo	u experienced a Never	any of the following sy Rarely	ymptoms or change Sometimes	es in behaviour? Often
1	Lack of appetite or over eating				
2	Indigestion or heartburn				
3	Insomnia - sleep loss				
4	Headaches				
5	Panic or anxiety attacks				
6	Muscular tension / aches and pains				
7	Feeling nauseous or being sick				
8	Constant irritability				
9	Difficulty in making decisions				
10	Loss of sense of humour				
11	Feeling or becoming angry with other too easily	s 🔲			
	Constant tiredness				
13	Feeling unable to cope				
14	Avoiding contact with other people				
15	Mood swings				
16	Unable to listen to other people				
17	Having difficulty concentrating				
Q18	Have you had any significant ill		TH (CONTINUE) st 6 months? No	D)	
Q19	Over the last 3 months, how wo	uld you rate you	ur overall health? Alright	🗋 Poor	
Q20	Over the last 3 months, roughly	how productive	e have you felt in you	r job?	
	D 100% [productive	90-99% productive	80-89% productive	70-79% productive	Less than 70% productive
Q21	Over the last 6 months, have yo effect on you?	ou encountered a	any major stressful ev	vents that have had	an important
	Yes [No			
Q22	Over the last 3 months, how ma	ny working day	s have you been off w 2-5	vork through illness	or injury? 6 or more
Q23	How many times have you been	n to your doctor	over the last 3 month 2 -5	s?	6 or more
Q24	Have you ever taken Rest Days when you have in fact been ill o		art of your Annual Le	ave entitlement to h	nave time off

Yes No







An Organisational Stress Screening Tool

Background

This ASSET questionnaire has been designed to help organisations assess the risk of stress in their workforce. It measures potential exposure to stress in respect of a range of common workplace stressors and consequently can represent an organisation's first step towards effectively managing stress in the workplace. ASSET provides a quick and reliable method of assessing and monitoring areas of potential risk and so helps to focus organisational attention and resource on these areas.

As a diagnostic tool, ASSET enables organisations to: *survey* the level of stress that exists in the organisation; *examine* the extent to which groups are differentially affected; and *identify* what the sources of pressure are for different groups across the organisation. The ASSET questionnaire collects important stress-related data by asking straightforward questions about the sources and effects of workplace stress. These questions are posed to the people who are the most qualified to answer them: the employees.

The questionnaire is divided into five sections. It starts by asking you for general biographical information. The next three sections ask you about your perceptions of pressure at work. The first of these concerns your job and also includes some questions relating to home and social life-related pressures. The next section is concerned with your attitude towards your organisation and then the about your health. The final section deals with issues of concern in your area of work that have been identified on the Buzz, in focus groups; and in other questionnaires. Each of these sections has been designed to measure your exposure to stress in respect of a wide range of common workplace stressors.

How to complete the questionnaire:

- >> Please answer ALL the questions.
- >> Please print text clearly in CAPITAL LETTERS
- >> Please give your first and natural answer try not to dwell too long on each question
- Work quickly and efficiently through the questionnaire it will only take you about 10 minutes to complete
- Please base your answers on how you have felt during the last three months unless a question tells you to do otherwise

Confidentiality and Anonymity

Please be assured that the information you provide will remain strictly confidential, and your anonymity is assured. The findings may be used in research publications, to provide evidence for future operational strategies.

DCC Rhodes





BIOGRAPHICAL QUESTIONNAIRE

YOUR CURRENT JOB

Q1	What rank are you?														
		םנ	PC					PS					Other		
Q2	Sex:		Male					Female							
Q3			18 - 30 ye 31 - 40 ye					41 - 50 y Over 50							
Q4	Is your faith catered for at work?														
	Yes							No							
Q5	Is your faith an issue at work?														
	Yes I No														
Q6	If you are liv	vinę	g with a p	artn	er, does	s he/sh	ie wo	rk?							
		םנ	Yes					No							
Q7	lf Yes, is it f	full-	time or p	art-ti	me?										
		םנ	Full-time					Part-time							
Q8	Number of	chil	dren age	d 18	years o	r unde	er?								
		םנ	None		1		2		3		4		5		More than 5
Q9	Number of o	dep	endants	agec	l over 1	8 years	s?								than 5
		םנ	None		1		2		3		4		5		More than 5
Q10	Do you hav	e ca	aring res	oons	ibility fo	or othe	ers?								

 Yes
 No

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Q11		Whilst in the employ of Lancashire Constabulary have you completed any external studies to contribute to your continued professional development?									
		Yes, but with no formal qualification awarded		'A' level or equivalent		Higher degree level					
		GCSE level or equivalent		Degree level or equivalent		No					
	lf no	nt listed above, please specify									
Q12	Do you take pl	anned exercise?									
		Always		When possible		Not usually					
		Usually		Occasionally		Never					
Q13	Do you manaç	ge an 'ideal' exercise progra	imme	? (e.g. 15-30 minutes vigor	ous ex	tercise 3 times a week)					
		Always		Sometimes		Never					
		Usually		Not usually							
Q14	Do you smoke	ecigarettes?									
		Yes		Νο							
Q15	lf yes, how ma	iny per day do you smoke c	on ave	erage?							
		1 - 5 per day		11 - 20 per day		31 - 40 per day					
		6 - 10 per day		21 - 30 per day		More than 40 per day					
Q16	lf yes, in the la	ist 3 months, have you bee	n smc	king:							
		More than usual		Same as usual		Less than usual					





Q17	Do you drink a	alcohol?					
		Yes			No		
Q18	If Yes, how ma wine or 1 meas		ink pe	r week o	on average? (1	unit = half a pin	t of beer, 1 small glass of
		1 - 5 units			11 - 20 units	ם] 31 - 40 units
		6 - 10 units			21 - 30 units		More than 40 units
Q19	lf yes, in the la	ast 3 months, have y	/ou be	en drinl	king:		
	00	More than usual			Same as usual		Less than usual
Q20	Do you have a	a disability?					
		Yes			No		
Q21	lf yes, does th	is relate to: physica	l healt	h?			
	00	Yes			No		
Q22	lf yes, does th	is relate to: mental l	health	?			
		Yes			No		
Q23	Do you find tin	ne to relax and wind	down	1?			
		Always		Usually		When possible	Not usually
Q24	Do you have a	ny interests or hobb	ies?				
	00	Yes			No		
Q25	In general, do	you mix socially wit	h worl	k collea	gues?		
		Yes			No		
Q26	Do you take pa	art in any Police Spo	orts an	d Socia	I Club Activity?		
	00	Yes			No		
Q27	Are you a men	nber of a gym/health	club?	?			
		Yes			No		
Q28	lf yes, is this o Constabulary)	ne for which there a ?	re cor	porate o	concessions (fo	or being a meml	per of Lancashire
		Yes			No		





PERCEPTIONS OF YOUR JOB

	I am troubled that:	Strongly	Disagree	Slightly	Slightly	Agree	Strongly
		Disagree	Disagree	Disagree	Agree	Agree	Agree
1	I work longer hours than I choose or want to	Ŭ		٥	۵۵		ŭ
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
10	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
14		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
	My pay & benefits are not as good as other people doing the same or similar	Disagree		Disagree	Agree	-	
15	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has	Disagree		Disagree	Agree		
15	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing			Disagree			
15 16	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from						
15 16 17 18	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on						
15 16 17 18 19	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling						
15 16 17 18 19 20	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss						
15 16 17 18 19 20	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines						
15 16 17 18 19 20 21	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines						
15 16 17 18 19 20 21 22 23	My pay & benefits are not as good as other people doing the same or similar work The technology in my job has overloaded me My organisation is constantly changing for change's sake My work is dull and repetitive I feel isolated at work e.g. working on my own or lack of social support from others I am not sure what is expected of me by my boss Other people at work are not pulling their weight I am set unrealistic deadlines I am given unmanageable workloads My boss is forever finding fault with						





	I am troubled that	Strongly	Disagree	Slightly	Slightly Agree	Agree	Strongly
26	My relationships with colleagues are poor	Disagree		Disagree			Agree
27	I do not feel I am informed about what is going on in this organisation						
28	I am never told if I am doing a good job						
29	I am not involved in decisions affecting my job						
30	I am not adequately trained to do many aspects of my job						
31	I do not have the proper equipment or resources to do my job						
32	I do not have enough time to do my job as well as I would like						
33	My job is likely to change in the future						
34	My job skills may become redundant in the near future						
35	My ideas or suggestions about my job are not taken into account						
36	I have little or no influence over my performance targets						
37	l do not enjoy my job						

ATTITUDES TOWARDS YOUR ORGANISATION

		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
1	I feel valued and trusted by the organisation	ŬŬ		ŬŪ			
2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
3	If asked, I am prepared to take on more responsibility or tasks not in my job description						
4	I enjoy working for this organisation to the extent that I am not actively seeking a job elsewhere						
5	I am proud of this organisation						
6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						





YOUR HEALTH

	Over the last 3 months, have you ex	perienced any o	of the following syn Rarely	nptoms or changes Sometimes	in behaviour? Often
1	Lack of appetite or over eating				
2	Indigestion or heartburn				
3	Insomnia - sleep loss				
4	Headaches				
5	Panic or anxiety attacks				
6	Muscular tension / aches and pains				
7	Feeling nauseous or being sick				
8	Constant irritability				
9	Difficulty in making decisions				
10	Loss of sense of humour				
11	Feeling or becoming angry with others too easily				
12	Constant tiredness				
13	Feeling unable to cope				
14	Avoiding contact with other people				
15	Mood swings				
16	Unable to listen to other people				
17	Having difficulty concentrating				

YOUR HEALTH (CONTINUED)

Q29	Have you had a	any significant illne Yes	esses in the la]]	st 6 months? No		
Q30	Over the last 3	months, how woul Good	d you rate you	Ir overall health? Alright		Poor
Q31	Over the last 3	months, roughly h 100% II productive	-	a have you felt in y 	your job? 70-79% productiv	Less than 70% e productive
Q32	Over the last 6 effect on you?		encountered a	any major stressf	ul events that hav	ve had an important
Q33	Over the last 3	months, how many 0	y working day 00 1	_	off work through i 2-5	Ilness or injury?
Q34	How many time	es have you been t 0	o your doctor		onths? 2 -5	6 or more





Q35 Have you ever taken Rest Days, Flexi, CTO or part of your Annual Leave entitlement to have time off

	when you have	en you have in fact been ill or injured?										
		Yes		Νο								
Q36	Have you ever	taken leave/sic	k dag	ys due to caring responsibilities?								
		Yes		No								
Q37	Have you taker	n all of your anr	nual	leave entitlement in the last 12 months?								
		Yes		No								
Q38	Have you taker	n all of your Re	st Da	ays in the last month?								
		Yes		No								
Q39	Have you ever working hours		ne, c	or on leave, because you cannot complete it in the normal paid								
		Yes		No								
Q40	Have you anyt	hing else you w	voulo	d like to add?								

Thank you for completing this questionnaire

DCC Rhodes

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ASSET

An Organisational Stress Screening Tool

Background

This ASSET questionnaire has been designed to help organisations assess the risk of stress in their workforce. It measures potential exposure to stress in respect of a range of common workplace stressors and consequently can represent an organisation's first step towards effectively managing stress in the workplace. ASSET provides a quick and reliable method of assessing and monitoring areas of potential risk and so helps to focus organisational attention and resource on these areas.

As a diagnostic tool, ASSET enables organisations to: *survey* the level of stress that exists in the organisation; *examine* the extent to which groups are differentially affected; and *identify* what the sources of pressure are for different groups across the organisation. The ASSET questionnaire collects important stress-related data by asking straightforward questions about the sources and effects of workplace stress. These questions are posed to the people who are the most qualified to answer them: the employees.

The questionnaire is divided into four sections. It starts by asking you for general biographical information. The next three sections ask you about your perceptions of pressure at work. The first of these concerns your job and also includes some questions relating to home and social life-related pressures. The next section is concerned with your attitude towards your organisation and the final section is about your health. Each of these sections has been designed to measure your exposure to stress in respect of a wide range of common workplace stressors.

The findings of this survey will be used to inform research being carried out to understand the source of stress in the Police working environment. By filling out and returning this survey you are consenting to the data being used. Anonymity and Confidentiality are assured.

Contact details: Ian Hesketh E-mail: ian.hesketh@lancashire.pnn.police.uk Tel: 07432 623033

How to complete the questionnaire:

- >> Please answer ALL the questions.
- >> Please print text clearly in CAPITAL LETTERS
- >> Please give your first and natural answer try not to dwell too long on each question
- >> Work quickly and efficiently through the questionnaire it will only take you about 10-15 minutes to complete
- Please base your answers on how you have felt during the last three months unless a question tells you to do otherwise

Confidentiality and Anonymity

Please be assured that the information you provide will remain strictly confidential and your anonymity is assured









BIOGRAPHICAL QUESTIONNAIRE

	YOUR CURRENT JOB								
Q1	Which division	ı do you work in?							
		West							
		East		HQ					
		South		G					
		Other - Please Specify		-					
Q2	Which group o	f staff do you belong to?							
		Inspector		LC10+		LC2/5			
		Sergeant		LC8/10		Ch Inspector			
		Constable		LC6/7		PCSO			
Q3	On what basis	are you employed?							
	۵۵	Full-time		Part-time		Other (please specify)			
Q4	When do you e	expect your next promotion	?						
		Within 1 year		Over 5 years					
		1-5 years		Never					
Q5	In an average v	week, how many hours are	you c	ontracted to work?		_			
		YOU	AND	YOUR FAMILY					
Q6	Sex:	Male		Female					
		mare		, on all					
Q7	Age:			a		54 00			
		Under 21		31 - 40 years		51 - 60 years			
		21 - 30 years		41 - 50 years		Over 60 years			
Q8	How would you describe your ethnic origin?								
		White		☐ Black Caribbean		Pakistani			
	Irish			Black		Chinese			
		Indian		African Black other		Other			

W	ELL BEIN	G															
			LAN	ICAS V E R S	TER				AN OF	SSET Iganisationa	TM L STRESS SCI	REENING TOC	01		robertso	n coope	C I Imited
Q9	Status																
			Married/C Living with		-			Sing Sep	ıle arate	d					vorced dowed		
Q10	ls your fa	ith c	atered for	r at v	vork?												
			Yes					No No									
Q11	lf you are	livin	g with a p	partn	er, does	he/sh	e wo	rk?									
			Yes					No									
Q12	lf Yes, is i	t full	-time or p	oart-t	ime?												
			Full-time					Part-	time								
Q13	Number of children aged 18 years or under?																
			None		1		2			3		4			5		More
• • • •							•										than 5
Q14	Number o	of dep	pendants	ageo	d over 18	years	5?										
			None		1		2			3		4			5		More than 5
Q15	Do you ha	ave c	aring res	pons	sibility for	rothe	rs?										
			Yes					No									
					YOU	R EC	OUCA		N &	LIFES	TYLE						
Q16	Academic	c leve	el reached	d in f	ull-time e	duca	tion?	(plea	ase s	specify	an alte	ernativ	e lev	vel i	fappropr	iate)	
			No forma GCSE lev	-	ification equivalent					or equiva evel or e		nt		-	gher degre her	e leve	l
Q17	Whilst in t										npletec	l any e	xter	nal	qualificat	ions	to
	contribute	-			-	Unal		-			, .						
			Yes, but v qualificatio					'A' le	evel d	or equiva	alent			Hig	gher degree	∍ leve	1
			GCSE lev	/el or	equivalent			Deg	ree le	evel or e	equivaleı	nt		No	I		
		lf no	t listed abo	ove, p	lease spec	ify											

W	LL BEING					
				ASSET	01	Recursion cooper limited
Q18	Do you have an	affiliation with a profession	al bo		01	
		Yes		No		
Q19	Do you take pla	anned exercise?				
		Always		When possible		Not usually
		Usually		Occasionally		Never
Q20	Do you manag	e an 'ideal' exercise program	ime?	² (e.g. 15-30 minutes vigorou	s ex	ercise 3 times a week)
		Always		Sometimes		Never
		Usually		Not usually		
Q21	Do you smoke	e cigarettes?				
		Yes		No		
Q22	lf yes, how ma	any per day do you smoke or	n ave	erage?		
		1 - 5 per day 6 - 10 per day		11 - 20 per day 21 - 30 per day		31 - 40 per day More than 40 per day
Q23	In the last 3 m	onths, have you been smoki	ng:			
		More than usual		Same as usual		Less than usual
Q24	Do you drink a	alcohol?				
		Yes		No		
Q25	If Yes, how ma wine or 1 meas	any units do you drink per w sure of spirits)	eek	on average? (1 unit = half a p	oint o	of beer, 1 small glass of
		1 - 5 units		11 - 20 units		31 - 40 units
		6 - 10 units		21 - 30 units		More than 40 units
Q26	In the last 3 m	onths, have you been drinki	ng:			
		More than usual		Same as usual		Less than usual

W	ELL BEING				
		LANCASTER UNIVERSITY			
Q27	Do you have a	disability?			AN ORGANISATIONAL STRESS SCREENING TOOL robertson cooper limited
	00	Yes			No
Q28	lf yes, does th	is relate to physica	l health	?	
		Yes			No
Q29	lf yes, does th	is relate to mental h	nealth?		
		Yes			No
			Ŋ	OUR	INTERESTS
Q30	Do you find tim	ne to relax and wind	d down?	?	
		Always		Isually	When possible Not usually
014		-		Suany	
Q31	Do you have al	ny interests or hobl	Dies ?		
		Yes			No
Q32	In general, do y	you mix socially wit	th work	collea	gues?
		Yes			No
Q33	Do you take pa	irt in any Sports and	d Social	l Club /	Activity?
		Yes			No
Q34	Are vou a mem	iber of a gym/health	n club?		
		Yes			No
Q35	If yes, is this or Constabulary)		are corp	orate	concessions (for being a member of Lancashire
	00	Yes			No
Q36	Since 2012 h	ave you read or he	ard the (Chief C	Officer Team or SMT's discussing Well-being?
		Yes			No

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00 Yes 00 No









AN ORGANISATIONAL STRESS SCREENING TOOL

Q40 The long working hours culture by middle and senior managers within the constabulary is starting to reduce and change for the better

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree

Q41 I am confident that I would have the necessary access to advice and support if I chose to apply for a flexible working rota

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree

Q42 In my role I believe that I am trusted by my supervision to get on with my job without being micromanaged

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree

Q43 I am confident that when I make a decision, in whatever context of my role, I am supported by my supervision

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree

Q44 There are easily identifiable role models across the roles and ranks that inspire me to do a good job and/or succeed in reaching my goals

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree

Q45 There are sufficient and easily identifiable women officers/ police staff members who are role models in leadership positions in the constabulary

Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree







PERCEPTIONS OF YOUR JOB

-						
	am	tro	uh	hol	th	at.
	am	uv	uv	IEU		αι.

	i ani ti oubleu tilat.						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
1	I work longer hours than I choose or want to						
2	I work unsociable hours e.g. weekends, shift work etc						
3	I spend too much time travelling in my job						
4	I have little control over many aspects of my job						
5	My work interferes with my home and personal life						
6	I may be doing the same job for the next 5 to 10 years						
7	My physical working conditions are unpleasant (e.g. noisy, dirty, poorly designed).						
8	My job involves the risk of actual physical violence						
9	My boss behaves in an intimidating and bullying way towards me						
	My performance at work is closely monitored						
11	I do not receive the support from others (boss/colleagues) that I would like						
12	My job is insecure						
13	My job is not permanent						
	I am troubled that						
		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
14	My pay & benefits are not as good as other people doing the same or similar work						
15	The technology in my job has overloaded me						
16	My organisation is constantly changing for change's sake						
17	My work is dull and repetitive						
18	I feel isolated at work e.g. working on my own or lack of social support from others						
19	I am not sure what is expected of me by my boss						
20	Other people at work are not pulling their weight						
21	I am set unrealistic deadlines						
22	l am given unmanageable workloads						
23	My boss is forever finding fault with what I do						
	Others take the credit for what I have achieved						
25	I have to deal with difficult customers/clients						



I am troubled that.....



iiii ASSET [™]



AN ORGANISATIONAL STRESS SCREENING TOOL

		Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree
26	My relationships with colleagues are poor						
27	I do not feel I am informed about what is going on in this organisation						
28	I am never told if I am doing a good job						
29	I am not involved in decisions affecting my job						
30	I am not adequately trained to do many aspects of my job						
31	I do not have the proper equipment or resources to do my job						
32	I do not have enough time to do my job as well as I would like						
33	My job is likely to change in the future						
34	My job skills may become redundant in the near future						
35	My ideas or suggestions about my job are not taken into account						
36	I have little or no influence over my performance targets						
37	l do not enjoy my job						

ATTITUDES TOWARDS YOUR ORGANISATION

		Strongly Disagree	Disagree	Slightly disagree	Slightly agree	Agree	Strongly Agree
1	I feel valued and trusted by the organisation						
2	If necessary I am prepared to put myself out for this organisation e.g. working long hours and/ or unsociable hours						
3	If asked, I am prepared to take on more responsibility or tasks not in my job description						
4	I enjoy working for this organisation to the extent that I am not actively seeking a job elsewhere						
5	I am proud of this organisation						
6	Outside of my particular job, I take an interest in many aspects of the running and success of this organisation						
7	Overall I am happy with my organisation						
8	I feel that it is worthwhile to work hard for this organisation						
9	I am committed to this organisation						









YOUR HEALTH

	Over the last 3 months, have you	experienced a Never	ny of the followin Rarely	g symptoms or change Sometimes	e s in behaviour? Often
1	Lack of appetite or over eating				
2	Indigestion or heartburn				
3	Insomnia - sleep loss				
4	Headaches				
5	Panic or anxiety attacks				
6	Muscular tension / aches and pains				
7	Feeling nauseous or being sick				
8	Constant irritability				
9	Difficulty in making decisions				
10	Loss of sense of humour				
11	Feeling or becoming angry with others too easily				
	Constant tiredness				
13	Feeling unable to cope				
14	Avoiding contact with other people				
15	Mood swings				
16 17	Unable to listen to other people Having difficulty concentrating				
17	Taking difficulty concentrating				
Q18	Have you had any significant illne		TH (CONTINI st 6 months? No	UED)	
Q19	Over the last 3 months, how wou	ld you rate you]]	Ir overall health? Alright	D Poor	
Q20	Over the last 3 months, roughly h	ow productive 90-99% productive	e have you felt in y 	your job? 70-79% productive	Less than 70% productive
Q21	Over the last 6 months, have you effect on you?	encountered a	any major stressfu	ul events that have had	an important
	U Yes U	No			
000	Over the last 2 months, how more			ff	an in item 2
QZZ	Over the last 3 months, how man		•	2-5	6 or more
Q23	How many times have you been t	o your doctor	over the last 3 mo	onths?	
		1		2 -5	6 or more
Q24	Have you ever taken Rest Days, F when you have in fact been ill or		art of your Annua	I Leave entitlement to h	nave time off

 Yes
 No

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Is there anything else you would like to add that has not come up already on the questionnaire? If yes, please state below.

When you have finished, please check through the questionnaire to ensure you have answered all the items.

MANY THANKS FOR TAKING PART IN THIS QUESTIONNAIRE AND, ONCE AGAIN, PLEASE BE ASSURED OF YOUR COMPLETE CONFIDENTIALITY AND ANONYMITY BY TAKING PART IN THIS SURVEY PLEASE RETURN TO HR AT HQ IN THE ENVELOPE PROVIDED

Research Ethics: If you have any concerns or complaints about this questionnaire you may contact either HQ HR, or Lancaster University:

Professor Sir Cary L. Cooper, CBE

Pro Vice Chancellor for External Relations & Distinguished Professor of Organizational Psychology & Health Lancaster University Management School, Lancaster University, UK Tel:01524510750