

# VITALITY@ SMART PHOTONICS

Like every person, we want to feel mentally good and physically fit & energetic. When we feel good, this positively reflects in our work and in our private life. That is why at SMART Photonics we want to provide support for you, for your wellbeing, to remain healthy and vital.

Below you can find a set of possible items that you can make use of when desired. **To your health!**



■ **SMART  
PHOTONICS**

Independent InP Foundry

# Procedure



Vitality@SMART

First of all, feel free to talk to your manager and go through this guideline together. Your manager will inform HR which of these items might be useful for you. When it's related to the Health Check, Bicycle Plan, Company Doctor and (Burnout) Coaching HR will take the action to set this up for you. Others are available in any case.



## Health Check

How healthy are you? Do you feel less vital lately? You can gain insight with the help of a Health Check. The different aspects that can be measured during this Health Check are the Body Mass Index (BMI), waist circumference, fat percentage, blood pressure, peak flow, cholesterol and glucose. After the test, you will receive personal advice based on the results.



## Ergonomic Workplace Check

This check aims to identify any ergonomic health risks at your workplace when you experience physical complaints. After an on-site meeting, your workplace is set ergonomically correctly and tailor-made advice is given in a report. Jos Heynen, our safety officer, will do the first workplace check and will coordinate this with our external advisor.



## Company Doctor of ArboNed

You can make a preventive appointment with our company doctor to get advice when you feel you might get sick, due to work-related reasons. The company doctor will advise on how to continue (for instance arrange a talk to the occupational social worker (bedrijfsmaatschappelijk werker), start a coaching trajectory, etc.)



## Fruit@work

A healthy mind in a healthy body is a well-known expression. And for good reason: those who eat healthy have more energy and are more alert and productive. SMART will start a pilot by providing fruit in the canteen, once a week delivered by Fruitful Office. Enjoy!



## Bicycle plan, Company Fitness & Health Wearables

Make use of our bicycle plan that provides you a discount of at least 38% on the bill, via tax advantage. For more details see Sharepoint/HRM/

bicycle plan. We also provide this discount, if you make use of the Fitness on the High Tech Campus or for Health wearables.

Note that this can have an impact on possible WW/ZW payment in the near future. For more information ask HRM.



## Lunch Walk

The benefit of 5 x 30 minutes of moderately intensive exercise per week, is familiar to most people. But it seems difficult to realize this in practice for many. Lunch walking offers a perfect solution for this. Small groups at SMART Photonics are going for a walk daily. Gather at 12.30 hr. at the coffee machine in corridor 5 and join the club!



## Stress / Burnout Coaching

When you feel signs regarding high work stress, please reach out to you manager as soon as possible. Tackling these kinds of problems early on is the most effective way to deal with this.

If things get worse and you think you are facing a burnout/overworked situation and (may) call in sick, make sure to communicate with your manager and HR for help. We can help you by looking for a specific coaching trajectory, when there are no good alternatives left to get you healthy again.



## Confidential Advisor

The confidential advisor is lined up for employees who experience undesirable behavior at work, such as:

- aggression and / or violence
- sexual harassment and / or unwanted intimacies
- bullying
- discrimination

The confidential advisor will provide initial help and advice in these matters. Together with the confidential advisor you can look for a solution. This can include referring you to the direct manager and / or HRM and / or external care providers.



The confidential advisor always treats the employee information confidentially. Action is only taken when the employee agrees.



### Workshops

Let yourself be inspired by workshops we organise for you. Subjects will be diverse:

- Control your work pressure and work stress
- How to deal effectively with emails
- Do more in less time
- Breathing and stress
- Etc.

You will be informed in time when it is organised to subscribe yourself.



### Chair Massage

Bi-weekly you can make use of the chair massage. You will be invited by mail to register on Sharepoint.



### Coaching

Do you feel you need help with subjects like:

- Improving your personal effectiveness and/or developing soft skills
- Dealing with stress / work pressure
- Dealing with (life or work) changes
- Dealing with conflicts or difficult situations
- Dealing with work-life balance

A coach can help you with a rapid reflection for sharper insight, determine the core of a situation or problem and investigate possible solutions. The coach can break the existing spiral of your mind, behaviors and habits.

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In case you have questions, please reach out to your manager or HRM.

**Stay vital!**

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Integrity is key in the services SMART Photonics offers. As an independent Pure Play InP Foundry, we work at the sole discretion of our customers and their businesses.

Teams of highly experienced experts support all of our clients' requests. Our production services range from epitaxial growth and regrowth to coating and testing of the individual chips. We accommodate both proof-of-concept and volume manufacturing.

We are a European based manufacturer with production and research facilities located in Eindhoven.

[www.smartphotonics.nl](http://www.smartphotonics.nl)