

The lower half of the image features a dark, reflective surface with several decorative items. On the left, a stack of smooth, white, rounded stones sits on the surface. In the center, a glass jar filled with golden-brown oil is tied with a piece of natural twine. To the right, a portion of a light-colored, woven basket is visible. A large, semi-transparent green rectangle with a lime green L-shaped cutout on its left side is overlaid on the image, serving as a background for the text.

HEALTH, CONNECTION & HIGH-PERFORMANCE PROGRAM



ELEVATING WORKPLACE WELL-BEING: A STRATEGIC WELLNESS & PERFORMANCE INITIATIVE.

Wellness That Transforms Organizations

INTRODUCTION

We recognize that a thriving workforce is the foundation of sustainable success. This Wellness & Well-Being Program is designed not just to support employees' physical and mental health but to create a culture of resilience, engagement, and peak performance. By proactively investing in employee well-being, we aim to reduce absenteeism, boost productivity, and enhance overall job satisfaction, driving tangible business results.

In partnership with Eloy Vega, a leading wellness and well-being consultant, this initiative integrates science-backed techniques such as Tandem Breathing and Tai Stretching routines, Special Physical Activation Sessions along with a dedicated Silent Room for meditation with music, video images and aromatherapy.

These elements will empower employees with practical tools to manage stress, improve focus, and sustain energy throughout the workday—ultimately contributing to a healthier and more dynamic workplace.

This program is more than just an initiative; it's a strategic investment in human capital, ensuring that employees are equipped to perform at their best while feeling their best.



OBJECTIVES.

The Wellness & Well-Being Program seeks to:

- Promote healthy lifestyle choices among employees.
- Reduce workplace stress and prevent burnout.
- Improve employee engagement and satisfaction.
- Lower healthcare costs by encouraging preventive care.
- Enhance workplace safety and ergonomic practices.
- Support mental health through resources and counseling..



SCOPE OF WORK.

THE PROGRAM WILL BE IMPLEMENTED IN PHASES AND WILL INCLUDE THE FOLLOWING KEY COMPONENTS:

Physical Wellness.

Health Screenings:

Annual health check-ups, biometric screenings, and vaccinations.

Fitness Programs:

On-site exercise classes (breathing yoga, stretching, ergonomics workshops) and gym membership discounts.

Special Physical Activation Sessions:

Specifically tailored for production floor employees. 3-5 minutes. Two/Three times per shift.

Ergonomics Training:

Workshops on proper posture, lifting techniques, and workstation adjustments to prevent injuries.

Nutritional Support:

Healthy cafeteria options*, meal planning workshops, and access to dietitians.

Tai Stretching Routines:

Regular guided sessions focusing on flexibility, relaxation, and mobility improvement.

A woman with short dark hair, wearing a white button-down shirt, is sitting at a white desk in a bright, modern office. She is leaning back and stretching her arms upwards with her hands clasped together. On the desk in front of her is a laptop, a pair of glasses, a notebook, and a white mug. The background shows a wooden shelving unit with plants and a window with natural light.

MENTAL & EMOTIONAL WELL-BEING.

- Employee Assistance Program (EAP):
Access to confidential counseling services.
- Stress Management Workshops:
Mindfulness, meditation, and relaxation techniques.
- Work-Life Balance Initiatives:
Flexible scheduling, paid time off policies, and remote work options where applicable.*
- Resilience Training:
Equipping employees with coping strategies for workplace challenges.
- Tandem Breathing Technique
Guided breathing exercises to enhance mental clarity, reduce stress, and promote team cohesion.



SOCIAL & COMMUNITY WELL-BEING.

Team-Building Activities

: Social events, volunteer programs, and group challenges.

Diversity & Inclusion Initiatives

: Training programs to foster an inclusive workplace culture.

Peer Support Groups:

Networks for employees to discuss shared concerns and experiences.

OCCUPATIONAL HEALTH & SAFETY.

Safety Training:

Regular workshops on occupational hazards, first aid, and emergency response.

Injury Prevention Programs:

Proactive measures to reduce work-related injuries.

Fatigue Management

: Policies to ensure adequate rest breaks.



SILENT ROOM FOR MEDITATION.

Dedicated Meditation Space:

A quiet room designed for relaxation and mindfulness.

Music & Aromatherapy:

Calming background music, video images and essential oils to enhance the meditative experience.

Guided Sessions:

Scheduled sessions led by Samskara Center specialist, Eloy Vega.

DELIVERABLES.

The Wellness & Well-Being Program will deliver the following:

- A comprehensive wellness policy document.
- A quarterly wellness calendar with scheduled activities.
- Wellness resource materials (videos, brochures, online courses).
- Monthly progress reports tracking employee participation and feedback.
- Annual impact assessment report.



RESPONSIBILITIES

COMPANY RESPONSIBILITIES

- Provide resources and budget allocation for program execution.
- Promote employee participation and engagement.
- Designate Internal Wellness Coordinators:
To oversee implementation. Samskara Center, led by Eloy Vega, will provide training and oversight to these coordinators, ensuring they are equipped with the necessary knowledge and skills to effectively implement and sustain the wellness initiatives

PROGRAM IMPLEMENTATION TEAM RESPONSIBILITIES.

- Develop and execute wellness activities and initiatives.
- Facilitate training sessions and workshops.
- Gather and analyze employee feedback for continuous improvement.



TIMELINE

The program will be rolled out in four phases over the course of one year:

- Phase 1 (Month 1-3):
Planning and preparation, including employee surveys and resource allocation
- Phase 2 (Month 4-6):
Initial implementation of wellness initiatives.
- Phase 3 (Month 7-9)
Evaluation and adjustments based on employee feedback.
- Phase 4 (Month 10-12)
Full-scale execution and final assessment

KEY PERFORMANCE INDICATORS (KPIs).

The success of the program will be measured by:

- Employee Participation Rate: Target of 70% engagement in at least one wellness initiative.
- Absenteeism Reduction: 10-15% decrease in sick leave usage.
- Employee Satisfaction Scores: 80% positive feedback on wellness initiatives.
- Productivity Metrics: Increased efficiency and output levels in targeted departments.



BUDGET CONSIDERATIONS

THE BUDGET WILL INCLUDE:

- Program development.
- Costs for health screenings and wellness resources.*
- Incentives and rewards for employee participation.
- Marketing and communication channels to promote engagement.

Note:

The cost of external suppliers, annual health check-ups, biometric screenings, vaccinations, EAP and wellness resources is not included in the budget and will be billed separately as per specific vendor agreements

RISK MANAGEMENT.

Potential risks and mitigation strategies include:

- Low Employee Participation: Offer incentives and flexible participation options.
- Budget Constraints: Prioritize high-impact initiatives and seek external partnerships.
- Program Sustainability: Integrate wellness into company culture for long-term adoption.

CONCLUSION.



This Wellness & Well-Being Program is a strategic initiative aimed at fostering a healthier, more engaged workforce at the company. Through structured interventions and continuous evaluation, the program will contribute to employee well-being, workplace efficiency, and overall organizational success.

Investing in employee wellness is investing in the future of your company. By prioritizing well-being, you are not only enhancing productivity and retention but also creating a thriving workplace culture where employees feel valued and empowered.

Let's take this transformative step together.

Eloy Vega

Wellness & Well-being Coach.

Personal Trainer.

Karuna Reiki Master.

Massage Therapist.

Osteopath.

Su Jok Acupuncturist.

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