

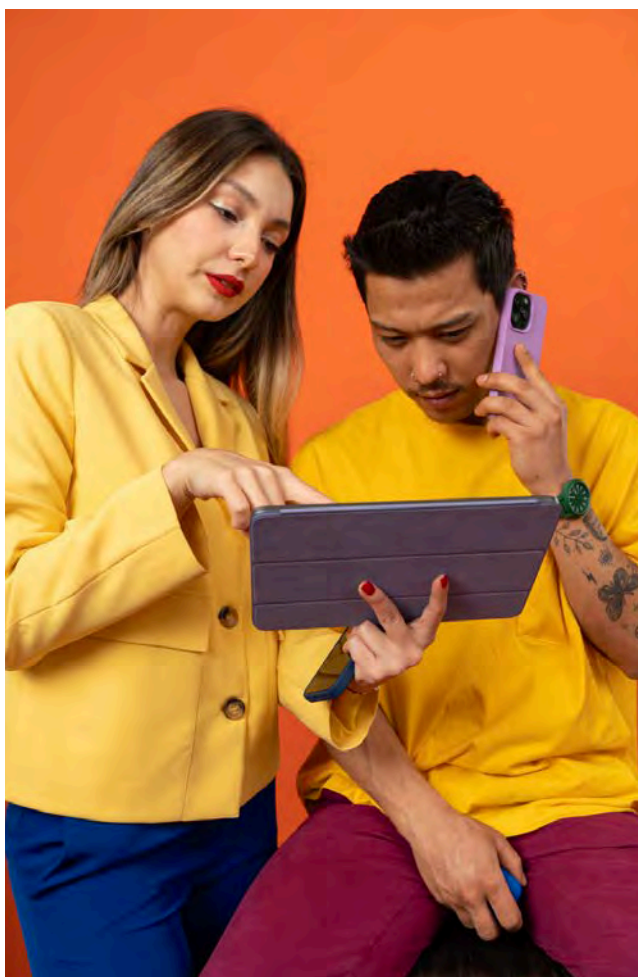
THE GUIDE FOR COLLEAGUES WHO PRIORITIZE WELL-BEING





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INTRODUCTION

This guide aims to provide our colleagues with the necessary strategies and tools to support employee health and well-being. Today, well-being is one of the most critical elements in ensuring psychosocial health and safety in the workplace.

Employees should not only focus on their individual well-being but also be mindful of their colleagues' physical, emotional, and mental health. This guide offers practical insights to help create a positive culture in the workplace, enhance employee well-being, and ensure a sustainable work environment. Promoting human sustainability and social sustainability are also key outcomes of this guide.



PSYCHOSOCIAL RISK
MANAGEMENT

CHAPTER 1



THE ROLE OF EMPLOYEES IN PSYCHOSOCIAL RISK MANAGEMENT

Topics Covered in Psychosocial Risk Management

Job Design

Social Factors

Precarious Work and Working Conditions

Working Conditions-Environment

Bullying in the Workplace

The Psychosocial Risk Assessment Scale used in organizations is a tool designed to protect employees' psychosocial health and minimize the negative impacts of work-related and organizational conditions on employees. As a **preventive** and **proactive** intervention method, this scale is utilized as a measure to safeguard employee psychosocial well-being. The actions taken as a result of this scale positively affect employee health and well-being. The aim is to improve employees' social relationships, communication skills, and collaboration.



KEY CONSIDERATIONS IN PSYCHOSOCIAL RISK MANAGEMENT

- Psychosocial risk assessment is critical for creating a healthy and safe work environment. The primary parameter in these assessments is the work environment, with several indirect factors also playing a role. However, it is important to remember that this assessment is not a direct evaluation of leadership processes. While psychosocial risk assessment includes leadership-related parameters, it is not used to directly measure a leader's competencies. Keeping this in mind while participating in the assessment is crucial.
- One of the most important aspects of psychosocial risk assessment is maintaining anonymity. For actionable and functional outcomes to be achieved, it is essential that participants provide open and transparent feedback during the assessment.
- Maintaining anonymity is vital in psychosocial risk assessments. Upholding this anonymity is the responsibility of both the reporting individuals and the participants. These assessments are conducted one-on-one, and it is critical that the information shared remains confidential between the expert and the participant, without being disclosed to anyone else.





KEY CONSIDERATIONS IN PSYCHOSOCIAL RISK MANAGEMENT

- The psychosocial risk assessment may also reflect the specific conditions of the period in which it is conducted. Therefore, the assessment will take into account the context of the time in which it is carried out. It is important to provide responses that relate to the time of the assessment during the psychosocial risk evaluation.
- Psychosocial risk assessment focuses on measuring the perceived impact of the environment on employees. As a result, the outcomes of the assessment are shaped by how employees perceive these impacts and how much they are affected by them.

INCLUSION, DIVERSITY, AND
EQUITY

CHAPTER 2

WHY ARE INCLUSION, DIVERSITY, AND EQUITY IMPORTANT?

Work life cannot be considered independently of society and culture. When we think of society as a macrocosm, we can evaluate workplaces as a microcosm. For years, age, status, class, disability, gender, sexual orientation, ethnicity, immigration status, and many other identity characteristics have been subjected to discrimination in the working life. These existential threats pose serious risks to our psychosocial well-being. When viewed as an existential issue, the matters of inclusion, diversity, and equity hold significant importance.

One of the biggest barriers to psychosocial well-being, which is also the theme of this report, is the fear of stigma associated with sharing a psychopathology diagnosis. As long as this perception persists, seeking psychosocial support may continue to be a taboo and pose a threat to individuals' recovery processes. One way to overcome this stigma is to create a safe and supportive environment in workplaces. Helping employees realize that seeking psychosocial support is not a weakness but an empowering step can increase access to such support services. Therefore, fostering an inclusive and empathy-based organizational culture is vital for supporting employees' individual and collective well-being.



INCLUSION, DIVERSITY, AND EQUITY

What is Justice?

Justice in a workplace refers to the equal evaluation of all employees and equal access to opportunities. It involves not only the fair application of rules but also ensuring that each individual receives the value they deserve.

What is Equity?

Equity aims to support individuals based on their specific needs. Instead of providing the same resources to everyone, it focuses on delivering the support each individual requires to succeed. This involves taking necessary steps to achieve fair outcomes. For instance, if one employee can walk comfortably on a path, providing a ramp for another employee using a wheelchair is an example of equity.

What is Diversity?

Diversity is the coming together of individuals from different backgrounds, cultures, age groups, and genders. These differences contribute to the shared purpose of the group and enrich it with new perspectives, ideas, and experiences.

What is Inclusion?

Inclusion takes diversity a step further by creating an environment where everyone feels valued and a sense of belonging. A workplace where every individual's voice is heard and their contributions are acknowledged fully embraces inclusion. In such an environment, everyone feels the assurance to say, "I belong here!"



THE CONTRIBUTION OF DIVERSITY AND INCLUSION: WHY IS IT IMPORTANT?

- Diversity and inclusion are not only ethical responsibilities but also opportunities for growth and development in the business world. According to research by McKinsey, companies with more than 30% women in senior management tend to be significantly more successful compared to those with less representation. This phenomenon allows for the convergence of diverse life experiences and ways of thinking, opening new pathways, fostering creativity, and enhancing profitability.
- Research from Forbes also indicates that inclusive environments increase employee engagement by 35%. This leads to a greater sense of commitment to their work among employees, while also boosting job satisfaction.
- Findings from Boston Consulting Group reveal that diversity at the management level has been shown to increase innovation revenues by 19%. Since innovation is rooted in diverse perspectives, creating an environment where every employee feels free to share their ideas is crucial for developing innovative solutions.



THE ROLE OF EMPLOYEES IN MANAGING INCLUSION PRACTICES

Encouraging Diversity in Participation in Events

Example: Events organized at work can include different interests for everyone. If you do not want to attend an event, you can share this situation or take it into consideration if your colleague has another suggestion. Accepting that there are individuals with different interests and offering alternatives that include everyone increases inclusivity in the workplace.

Recommendation: Do not hesitate to state clearly when you do not attend events or when you offer a different idea; listen to what other employees think about this.

Using Polite Language in the Workplace

Example: The language used in the workplace is of great importance for everyone to feel comfortable and respected. Using profanity or offensive language in the environment can create a negative atmosphere not only for the targeted individuals but for the entire team. All employees, regardless of gender, can be disturbed by these statements. Such behaviors are considered workplace incivility and can create the perception of exclusion.

Recommendation: Let's be careful to be polite and respectful in our statements; remember that all our colleagues need to be in a respectful and safe working environment. Let's not assign a gender to any thought, behavior or emotion, and let's not share anything we consider phobic.





THE ROLE OF EMPLOYEES IN MANAGING INCLUSION PRACTICES

Respecting Personal Life Needs

Example: Diversity also includes different lifestyles. Some of our colleagues may need flexible work hours or different things due to family responsibilities or personal reasons.

Recommendation: Let's be respectful and sensitive to the personal life needs of our colleagues. Creating a supportive work environment allows everyone to focus more effectively on their work and strengthens team communication.

Respecting Every Perspective

Example: In the workplace, we work with people from different backgrounds, experiences, and opinions. Having a different perspective can make work processes richer.

Recommendation: Let's express our own ideas at work, while also respecting the views of others. Let's try to be open-minded in discussions and exchanges, this can help both ourselves and our team produce better solutions.

Respecting Physical Spaces

Example: It is important for everyone to be able to move freely in office arrangements or shared work areas. If we notice that a colleague has a specific need or access request, let's be sensitive and try to support this.

Recommendation: Let's respect our friends who have physical access needs and make sure that the areas are accessible to everyone. If you notice a need, do not hesitate to convey it to the relevant managers and units.



THE ROLE OF EMPLOYEES IN MANAGING INCLUSION PRACTICES

Contributing to a Feedback Culture

Example: Providing feedback on challenges encountered at work or areas that need improvement contributes to creating a more inclusive environment. On the other hand, it is important to approach the feedback of others with respect.

Recommendation: While it is important not to hesitate to share our own experiences and thoughts, let's also be open to the feedback of our colleagues and take their suggestions into consideration.

Valuing Diversity

Example: Accepting that everyone has different backgrounds, cultures, genders or age groups increases empathy in the workplace. Diversity fosters both personal and professional development.

Recommendation: Let's try to understand what diversity adds to the workplace by approaching differences empathically. We can create a richer workplace culture by sharing our own experiences and listening to the experiences of others.

Raising Awareness

Example: The first step in supporting equity, diversity and inclusion in the workplace is to raise awareness about these issues. Learning about the challenges faced by various groups can help you become a more sensitive and supportive teammate.

Recommendation: Let's volunteer to participate in group workshops and trainings to try to understand different perspectives and get to know diversity in the workplace better.

THE ROLE OF EMPLOYEES IN MANAGING INCLUSION PRACTICES

Confronting Our Conscious Biases

Example: We all have some conscious or unconscious biases stemming from our past experiences. These biases can cause us to establish closer or more distant relationships with some people at work.

Recommendation: By questioning our own biases, we can create opportunities to interact with many of our colleagues. In this way, we can establish more balanced and fair relationships at work.

Avoid Microaggressions

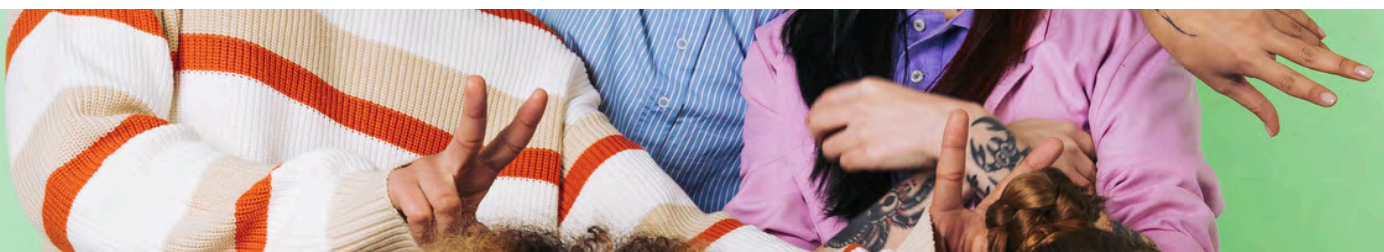
Example: In everyday language or behavior, sometimes without realizing it, expressions or attitudes that can hurt others can be exhibited. Such negative behaviors can create feelings of exclusion or discomfort at work.

Recommendation: Let's observe how our statements and behaviors affect others. Let's avoid expressions that can be hurtful or exclusionary.

Create a Supportive Work Environment

Example: In order to ensure justice and fairness at work, it is not enough to just pay attention to our own behaviors. It is also important to support a colleague who is in a difficult situation.

Recommendation: When we realize that a colleague is being treated unfairly or excluded, we can take the initiative to support him or her and report the situation to the managers or relevant units.



RECOGNIZING THE NEED FOR
PSYCHOLOGICAL SUPPORT

CHAPTER 3

RECOGNIZING THE NEED FOR PSYCHOLOGICAL SUPPORT

Noticing the emotional and psychological difficulties we experience and getting support when necessary positively affects our individual well-being. Here are some tips and steps to help recognize the need for psychological support:

1. Observing Our Own Behaviors

Changes in our performance: If you notice distraction in work, starting to make mistakes, or having difficulty completing tasks, this may be a sign.

Decreased communication: If we feel that we are communicating less with our colleagues or falling behind in teamwork, we may be experiencing emotional difficulty.

Volatile mood: Sudden changes in our mood, such as being energetic one day and extremely calm the next, may be an indicator of emotional fatigue.

2. Paying Attention to Physical Symptoms

Constant Fatigue: If you constantly feel tired and exhausted, you may have problems with your sleep pattern or you may be mentally exhausted.

Physical Complaints: If you experience frequent headaches, stomach problems, or muscle tension, these symptoms may be the physical effects of psychological strain.

3. Social Withdrawal

You may find that you avoid social interaction, are reluctant to attend meetings, or withdraw from activities you used to enjoy. Isolation is a common symptom of psychological distress.



RECOGNIZING THE NEED FOR PSYCHOLOGICAL SUPPORT

4. Observing the Intensity of Our Emotional Reactions

If you are overly emotionally reactive to minor events or are experiencing emotional ups and downs, this may be an indication that you are under pressure. If you are experiencing irritability, sadness, or intense emotional experiences, it is important to pay attention.

5. Asking for Feedback and Help

Getting feedback about the difficulties we encounter at work or talking openly with our manager can help us realize that we need support. Sharing this situation is a conscious step. Asking for support is a natural and possible situation.

6. The Right Way to Get Psychological Support

Trying to diagnose your psychological condition on your own or through the internet can be misleading and harmful. When you feel the need for support, the healthiest step is to seek professional help. You can get the right guidance and professional support by contacting the psychosocial support experts in our company. During this process, the guidance provided by experts ensures that you get the help you need in the most accurate way.



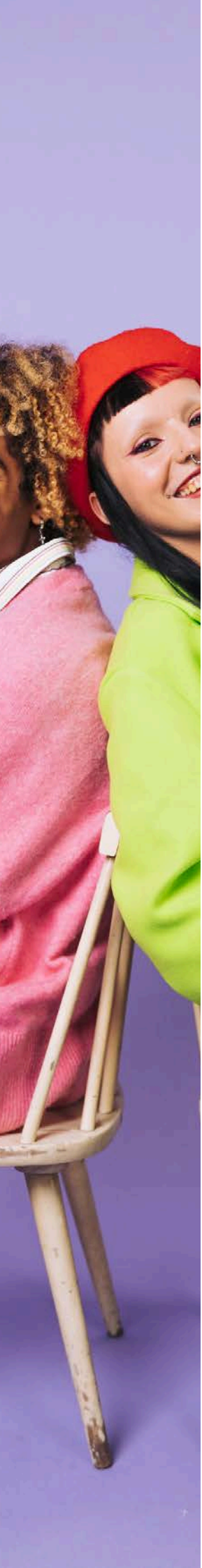
RECOGNIZING THE NEED FOR PSYCHOLOGICAL SUPPORT

7. Giving Ourselves Time and Continuing the Support Process

It is important to take time for ourselves during psychologically challenging times. When we receive support, it may take some time to see the effects of the process. Being patient, continuing this support, and directing our questions to the expert we receive support from is the most effective way here. Maintaining psychological well-being can increase happiness and performance at work in the long term.

8. Determining Our Own Limits

It is important to evaluate our workload and capacity during psychologically challenging times. Overburdening ourselves or not sharing our responsibilities can increase stress. Therefore, setting boundaries and asking for support when necessary is an effective way.



What should I do if I find out that my friend has psychopathology?

Psychopathology is a branch of science that examines psychological illnesses and investigates their causes, symptoms and treatment methods. Psychopathology covers the situations that disrupt functionality in individuals' thoughts, feelings and behaviors. This term is used to define and understand different psychological health problems such as depression, anxiety disorder and schizophrenia.

The vast majority of psychological illnesses do not prevent active participation in work life with the right support and appropriate arrangements. Individuals with psychopathology can be functional, competent and successful. What is important at this point is that no discrimination is made against these individuals in the workplace and that exclusionary attitudes and behaviors should be avoided.

Psychopathology is a medical diagnosis, made by psychiatrists and must be followed by a psychiatrist.



What should I do if I find out that my friend has psychopathology?

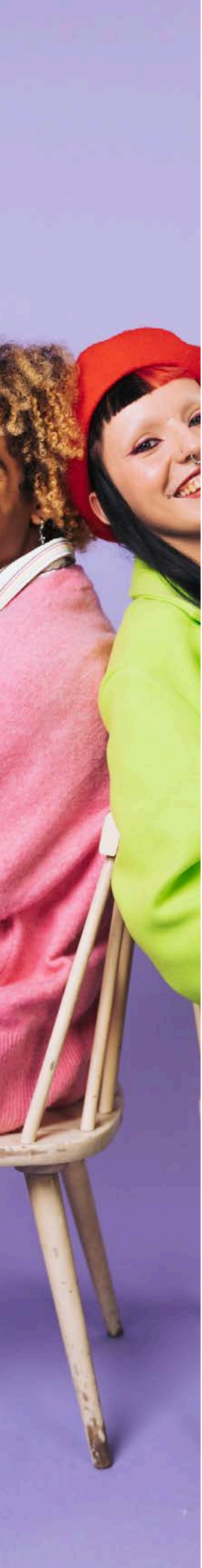
When someone is faced with a psychological problem, there are often false perceptions that this situation could threaten the work environment or be unmanageable. However, there is nothing to fear. With the provision of psychological support and a suitable environment, these individuals can successfully take part in both business and social life. Psychopathologies do not necessarily negatively affect performance in business life; on the contrary, it has been observed many times how much individuals can contribute when supported.

The inclusive nature of business life allows all individuals to contribute in line with their talents and potential. Therefore, fear, prejudice and discrimination towards individuals with psychological health problems should be replaced by empathy and supportive approaches.

The steps we recommend to our colleagues are listed below:

1. Avoid Labeling and Discrimination

- First of all, avoid being prejudiced and discriminating against your colleague. Psychological health problems do not prevent success in business life.
- Instead of labeling psychological health problems, accept the person as they are and approach them from a supportive, not judgmental, perspective.
- Using psychological health problems to define a person is a stigmatizing attitude. Just as we would not define someone with diabetes by their diagnosis, we should not use psychopathologies in this way.



What should I do if I find out that my friend has psychopathology?

2. Developing Supportive and Safe Communication

- When your coworker shares a mental health issue with you, be an empathetic and nonjudgmental listener.
- Be reassuring while listening. Confidentiality is important; try to discuss this issue in a private and safe environment.
- Ask questions gently and allow your friend space to express their feelings. Try to understand, and make them feel supported rather than giving advice.

3. Referring to Support and Help Sources

- Tell them about mental health services in your workplace or recommend outside professional resources. Make them feel that getting help is a strong step.
- But don't insist on it. Instead of pressuring them to get help, allow them to take this step at their own pace and according to their own desires.
- Remind them that they are not alone and that support is there when they need it, but leave the decision-making process up to them.

4. Showing Flexibility and Understanding

- If your friend expresses that they are struggling with their workload or certain tasks, try to show flexibility and understanding.
- If necessary, you can discuss options such as workplace adjustments or reducing workload and provide the support he or she needs during this process.





What should I do if I find out that my friend has psychopathology?

5. Respect Privacy

- The information your friend shares is their personal matter. That's why it's very important not to share this information with others.
- Providing support without violating privacy is a critical element in gaining your friend's trust.

6. Emphasize the Importance of Social Support

- The support network around someone who is experiencing mental health issues is very important. Supporting your friend will help them not feel alone.
- Remind them of the importance of this support both at work and in their social life. Even having coffee together, taking a walk, or small talk can make a big difference for them.

PSYCHOLOGICAL FIRST AID

CHAPTER 4

WHAT IS PSYCHOLOGICAL FIRST AID?

- Psychological First Aid (PFA) is a type of early psychosocial intervention approach carried out during or after an event that causes negative impacts on individuals, such as disasters, accidents, terrorist attacks, or other harmful situations at individual or societal levels.
- The primary goals of PFA are to address individuals' basic physical or psychological needs during or after the event and to minimize the effects of the event on individuals and potential post-traumatic stress symptoms. It also aims to support adaptive functioning and coping in both the short and long term, and can be regarded as a protective intervention.
- PFA is not a diagnostic or treatment method but rather one of the approaches for intervening in psychological crises.

Supporting the Restoration of Social and Behavioral Functioning

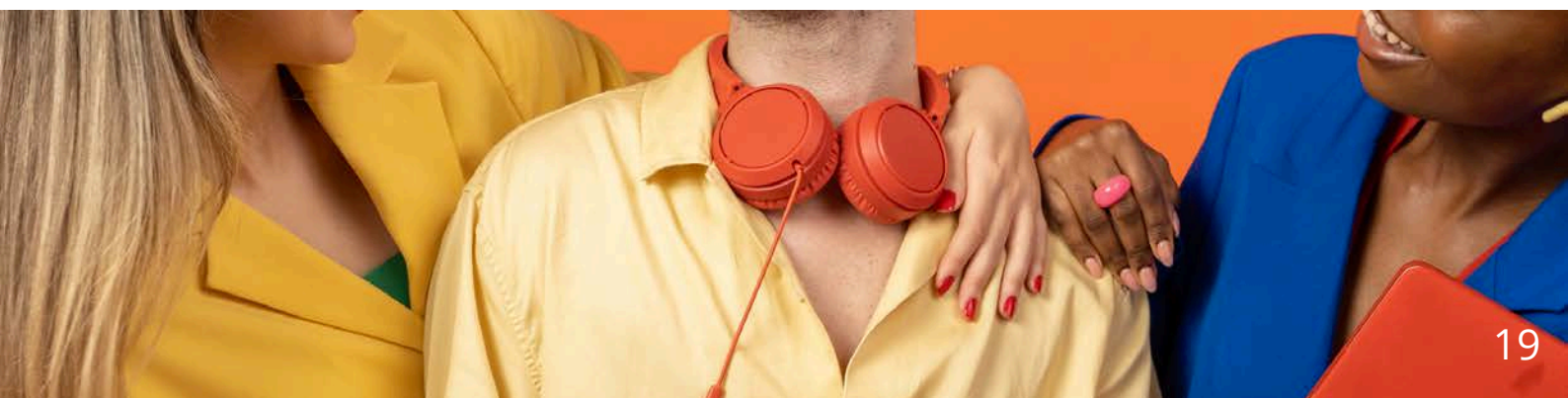
Safety

Benefit

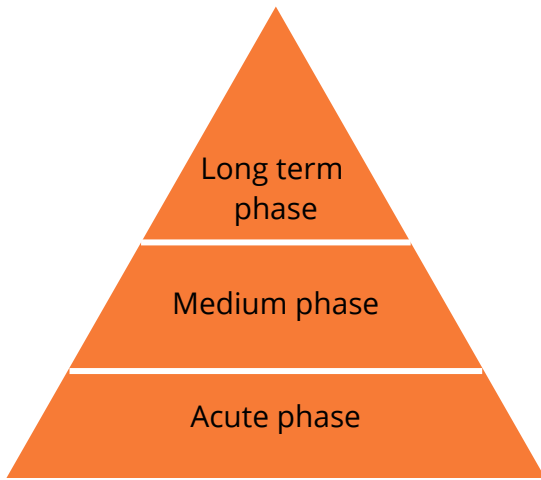
Relaxation

Connection

Instilling
Hope



PSYCHOLOGICAL FIRST AID STAGES



Individualized treatment and therapy approaches, CBT, EMDR, etc.

Psychosocial support activities, psychoeducation, support groups, etc.

Basic needs, safety, stabilization, psychological first aid

"Listen, connect, relate, and guide."

- It is not a psychological counseling or psychotherapy.
- It does not include any treatment components.
- It is not designed solely as a method practiced by psychosocial health professionals.
- Anyone who has received training can apply psychological first aid.
- Psychological first aid is primarily applied at the scene of the incident, in disaster areas, or in affected regions.
- The most important consideration regarding the place of application is to choose a safe space for individuals, regardless of where the application takes place.



PSYCHOLOGICAL FIRST AID STAGES

5 Basic Stages	Implementing empathetic listening and demonstrating a supportive approach
	Understanding physical and psychological needs
	Prioritization
	Providing clear and accurate information
	Identifying subsequent interventions necessary for recovery or guidance

WHAT SHOULD I PAY ATTENTION TO IN PSYCHOLOGICAL FIRST AID?

- It is essential to act in accordance with the cultural characteristics of the individuals or groups involved in the work, as it is one of the fundamental requirements for a correct and effective psychological first aid process.
- It is extremely important to consider intercultural differences in behaviors such as handshake and greetings, rules or perceptions related to dressing styles, attitudes regarding communication between individuals of different genders, and religious characteristics.
- Avoiding overly extravagant clothing, excessive jewelry, and strong perfumes are behaviors to be mindful of. These practices are quite effective in empathizing with the situation and establishing a connection with individuals.



WHAT SHOULD I PAY ATTENTION TO IN PSYCHOLOGICAL FIRST AID?

- When providing psychological first aid, the fundamental ethical principle is to focus on the “do no harm” principle. The primary rule is to maintain the well-being of individuals and to intervene without causing harm.
- It is the responsibility of all practitioners to keep the information shared by individuals confidential and to respect their privacy.
- As a practitioner, it is crucial to avoid making promises that cannot be fulfilled, not to pressure individuals into sharing their experiences, and not to accept money or any gifts in exchange for the support provided.
- During or after individuals' disclosures, it is also important not to judge them, as this is among the key ethical principles.
- A psychological first aid practitioner should gather necessary information about the environment or disaster area and provide individuals with accurate information. They should refrain from sharing information they are not certain about.



GRIEF

CHAPTER 5

GRIEF

Loss is a natural emotional response that arises from the departure of something or someone beloved. Such a loss can cause profound pain, and this pain is often felt intensely. Unexpected and challenging emotions like shock, anger, disbelief, guilt, and deep sadness may be experienced. The pain brought on by grief can also affect physical health, making it difficult to sleep, eat, or gather one's thoughts. These reactions are normal in response to loss, and the intensity of grief increases as the magnitude of the loss grows. Coping with the loss of something or someone cherished is one of life's greatest challenges. While grief is often associated with the loss of a loved one and death, it can arise from any type of loss or change.

The most common causes of grief include:

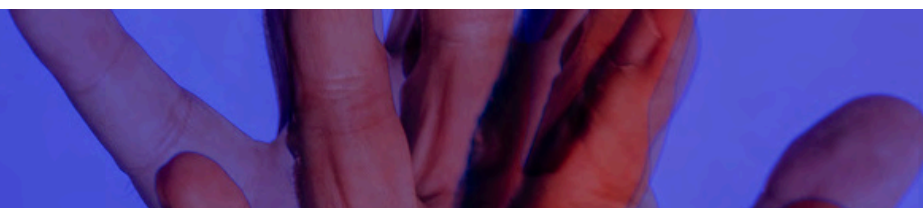
- Losing a close person,
- The death of a pet,
- Divorce or the end of a relationship,
- Loss of health,
- Loss of a job,
- Loss of financial security,
- Miscarriage,
- Retirement,
- The loss of a valued dream,
- A loved one's serious illness,
- Losing a friendship,
- The loss of a sense of security after trauma,
- The sale of the family home.

All losses in life can trigger feelings of grief. For example, moving out of a home, graduating from university, or changing jobs can lead to feelings of grief.

Myths and Truths About Grief

Regardless of the type of loss, it is a personal experience; therefore, there should be no shame in the feelings experienced, nor should it be thought that grief can only be felt for certain things. If a person, animal, relationship, or situation is significant to someone, it is normal to grieve that loss. However, regardless of the cause of grief, there are healthy ways to cope with the pain. Over time, these methods can alleviate sadness, facilitate acceptance of the loss, help find new meanings, and allow life to move forward again.

Myths	Truths
If you ignore the pain, it will pass more quickly.	Trying to ignore the pain or prevent it from surfacing will only make matters worse in the long run. Confronting and actively dealing with grief is essential for true healing.
It is important to "be strong" when experiencing loss.	Feeling sad, scared, or lonely is a normal response to loss. Crying doesn't mean you're weak. You don't have to take a brave stand to protect your family or friends. Showing your true feelings can be good for them and for you.
If you don't cry, you are not grieving the loss.	Crying is a normal response to sadness, but it is not the only response. Those who do not cry can still feel pain deeply, they just find other ways to express it.
Grief should last about a year.	There is no specific time period for grieving. The length of time it takes varies from person to person.
Moving on means forgetting the loss.	Moving on means you accept the loss, but it doesn't mean you forget. As you move on with your life, you may carry the memory of the person or thing you lost with you as an important part of yourself. In fact, over time, these memories can become more profound, defining who we are.



Stages of Grief

The five stages of grief are as follows:

Denial: "This can't be happening." "I feel like they're going to walk through that door."

Anger: "Why is this happening? Who is to blame?" "This isn't fair at all."

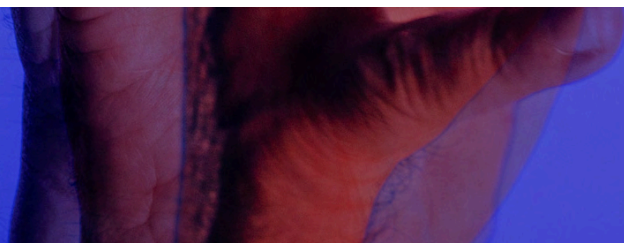
Bargaining: "If this doesn't happen, I will ___ in return."

Depression: "I'm so sad that I can't do anything."

Acceptance: "I am accepting what has happened and continuing with my life."

People do not always experience these stages in a specific order, and some stages may last longer than others. The grieving process varies among individuals. In the literature, some sources mention five stages of grief, while others refer to seven stages. However, classifications like five or seven stages may not fully capture the complexity of grief, as **everyone's way of coping with loss is unique.**

If any of these feelings are experienced after a loss, it should be understood that these reactions are natural and will heal over time. However, not everyone who is grieving will go through all of these stages. Contrary to common belief, it is not mandatory to go through every stage to heal. Some individuals may resolve their grief without confronting these stages. If these stages are experienced, it should be noted that they will not be experienced in a regular order; therefore, it is important not to worry about what one should feel or which stage they are in.



Stages of Grief

Kübler-Ross never intended these stages to be a rigid framework for everyone who grieves. In her final book before her death in 2004, she wrote about the five stages of grief:

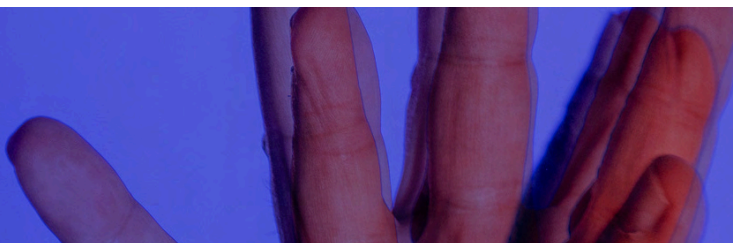
“These stages are not designed to put complex emotions into neat packages. They are the responses that many people have to loss, but there is no typical response to loss, because there is no typical loss. Grief is as individual as lives.”

Grief-Specific Emotions and Experiences

Although loss affects people differently, many people experience the following symptoms during the grieving process. It is important to remember that almost everything experienced in the early stages of grief is normal; it may be accompanied by experiences such as feeling like you are “losing your mind or control,” feeling like you are in a bad dream, or questioning your religious or spiritual beliefs.

Emotional Symptoms of Grief

Shock and rejection: In the immediate aftermath of a loss, it can be difficult to accept what has happened. A person may feel emotionally numb, have difficulty believing that the loss actually happened, or may deny the truth. For example, in the case of the death of a pet or loved one, it may be possible to expect that person to return, even though they know they are gone.





Emotional Symptoms of Grief

Sadness: Deep sadness is perhaps the most universal symptom of grief. Feelings of emptiness, hopelessness, longing, or deep loneliness may be experienced. Frequent crying or mood swings may also occur.

Guilt: A person may feel regret or guilt about things they did not say or do. Guilt may also be felt for certain feelings, such as a sense of relief when someone dies after a long and difficult illness. Guilt may also be felt for certain situations that are beyond the person's control. For example, guilt may be felt for not doing more to prevent the loss.

Fear: A significant loss can trigger a variety of anxieties and fears. In situations such as the loss of a partner, job, or home, one may feel anxious, helpless, or insecure about the future. Panic due to intense anxiety may be experienced. The death of a loved one may trigger a person's own fear of death, fears about living without that person, or the responsibilities that the person must now assume alone.

Anger: Feelings of anger and resentment may be felt regardless of whose fault the loss is. In the loss of a loved one, a person may feel angry at themselves, God, the doctors, or even the person they lost. The person may feel the need to blame someone for the injustice they experienced.



Physical Symptoms of Grief

Although grief is often thought of as an emotional process, it can also cause physical problems. Common problems include:

- Fatigue
- Nausea
- Lowered immune system
- Weight loss or gain
- Changes in appetite
- Aches
- Insomnia or sleep problems.

Support During the Grief

The pain of grief can cause a person to feel isolated and withdrawn from others. However, face-to-face support from other people is vital to the healing process. Even if you are not comfortable talking about your feelings under normal circumstances, it is important to express your feelings during the grieving process.

Sharing the burden of grief can make it easier to bear, but that does not mean you have to talk about your loss in every interaction. Support can also come from simply being around others who care about you. The important thing is not to isolate yourself.

It is important to connect with friends and family. Even if you feel strong and independent, having the support of loved ones is extremely valuable during this time. Instead of withdrawing from social interactions, it is beneficial to spend time with friends face-to-face and accept the help they are offered. Often people want to help, but they may not know how, so their needs should be expressed clearly. You may need a shoulder to lean on, a listening friend, or just someone to spend time with.

Support During the Grief

Many people may feel anxious when trying to comfort someone who is grieving. Grief can be a complex and frightening experience, especially for those who have not experienced a similar loss. They may be unsure of how to help, and this may result in incorrect statements or behaviors. However, this should not cause individuals to isolate themselves and avoid social interactions. If a friend or loved one reaches out, this should be interpreted as a sign that they are anxious about the loss.

Faith can be a source of support during this process. Those who follow a religious tradition may find comfort in the grief rituals of that tradition. Spiritual activities such as prayer, meditation, or worship can help a person find comfort. If faith is being questioned after the loss, it may be helpful to talk to a clergy member or others in the religious community.

It is also important to join a support group. Loss can create feelings of loneliness, even if it is a loved one. Sharing the pain with others who have experienced similar losses can help ease this feeling.

Finally, it may be helpful to talk to a therapist. These professionals can help you cope with intense emotions and overcome obstacles in the grieving process. It is critical to tap into the company's support mechanisms.



What Should I Do If a Friend Is Grieving?

Although grief is a personal process, it also affects the people around us, and it is very important to support your friend when they are going through this process. Making your friend feel that you are with them and providing the support they need during this period contributes to their healing process.

Providing Emotional Support: Allow your friend to express their feelings. Listening shows them that you understand and are with them. Emotions can fluctuate during the grief process, so make them feel like you are providing them with a safe space to share what they are feeling.

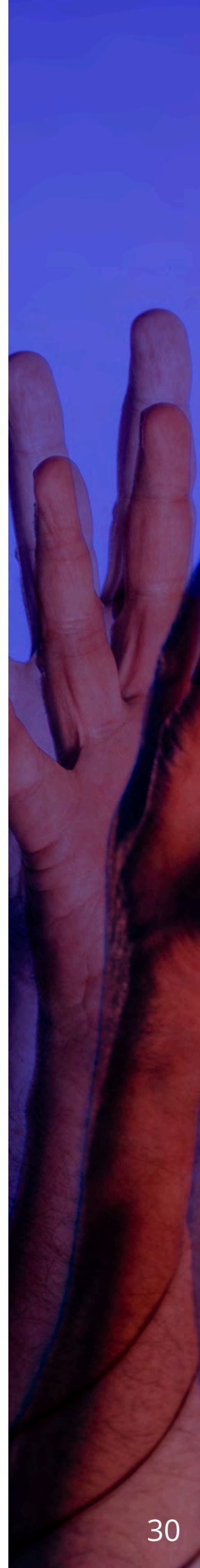
Providing Flexibility: Allow time for your friend's grief process. Help them when necessary to lighten their burden and be careful when discussing work-related issues with them. Be careful not to bother them with work-related questions, especially in the early stages of grief.

Social Support: You can invite your friend to events, but be careful not to push them when they are not ready. Gently offer them space to attend invitations when they feel better.

Recommending Professional Help: If your friend is struggling emotionally, you can suggest that they seek professional help. Informing them about the psychological support resources the company offers can be helpful during this process.

Managing Your Own Emotions: Remember, you may struggle during this process too. You should pay attention to your own feelings and seek support for yourself if necessary. Being open and honest can help your friend share their feelings as well.

Remembrance and Remembering: If your friend wants to remember the person they lost, you can support them in this. Giving them space to share their memories can be healing for them.



SUICIDE

CHAPTER 6

SUICIDE

Many people who think about or try to kill themselves think that suicide is the only solution to feelings they feel they cannot handle, and the intensity of their feelings prevents them from seeing solutions. Suicidal thoughts are usually temporary. It is possible to ease seemingly unbearable pain or increase coping methods. The important thing to remember is this: No one has to go through this difficult process alone. Getting help from those around them is the first and most important step.

Misconceptions	Truths
"People who talk about suicide don't actually commit suicide."	Almost all people who have tried and killed themselves have given signs of it beforehand, so anyone who talks about killing themselves, openly or covertly, should be taken seriously and action should be taken immediately.
"Talking about suicide puts that thought in people's heads."	Talking to someone who is having suicidal thoughts about suicide will not put unnecessary thoughts into their minds, on the contrary, talking openly about it is the best thing to do. It shows that you care about them and that they are comfortable sharing their pain with you.
"If a person decides to kill himself/herself, nothing can stop him/her."	Many people who consider ending their life actually just want to end the pain. However, this desire, although very strong, is temporary. The fact that a person is alive shows that there is still something holding them back, and if they have shared this with someone, it means they want help and that something can be done.
"Anyone who tries to end their own life is out of touch with reality."	Only 10% of people who think about and try to end their lives are disconnected from reality. Just because a person is not disconnected from reality doesn't mean they won't go through a difficult time where they might consider ending their life.

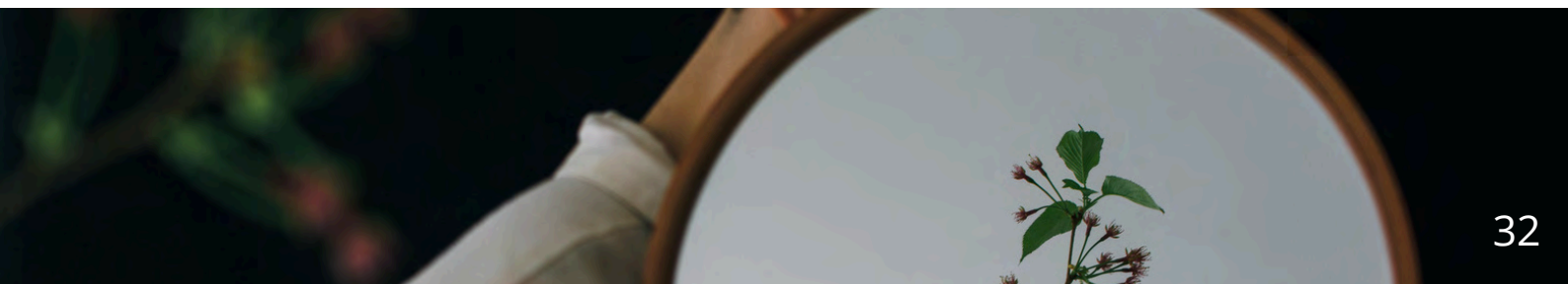
Suicide Warning Signs

There are usually significant changes in the behavior of people who plan to end their life. If someone you know,

- Openly or implicitly talks about ending their life (life is not worth living, the world is better without me, I can't stand it anymore, everything is over, I will kill myself, etc.),
- Has experienced a traumatic event regarding themselves or a loved one,
- Has disrupted their eating and sleeping patterns,
- Is withdrawing from friends and social environments; has lost interest in their hobbies, school, and work; does not pay any attention to their appearance,
- Does things like write wills and say goodbye; gives away important belongings to those around them,
- Has previously attempted to end their life,
- Takes vital risks such as driving too fast, using too much alcohol or drugs,
- Looks bored, tired, exhausted, cannot concentrate on anything,
- Or **seems relaxed and peaceful for no reason** when they are feeling very bad,

they are at risk and may be considering suicide.

The term “committed suicide” should not be used because it supports the view that criminalizes this behavior. This can both increase stigma and prevent people who have these thoughts from speaking out. Using the terms “died by suicide” or “ended their own life” allows for open dialogue and compassion.





If you know someone who is considering ending their life...

- Never keep a suicide plan a secret. Your friend may ask you not to tell anyone. But never carry this responsibility alone. If there is a serious risk, take the risk of regretting something you did rather than regretting something you didn't do.
- Don't shame or judge them in an attempt to change their mind. This will only increase their feelings of guilt and hopelessness. Avoid saying things that will make them feel worse. Don't make light of what they are experiencing by saying that they don't need to end their life. What matters is not how big or bad the problem is, but how much it affects the person who is experiencing it.
- Never say that they can't take their own life.
- Emphasize that they can get help and that it is temporary. Many people do think about ending their life from time to time, but these thoughts are temporary.
- Monitor your friend or loved one's condition. It is very important to continue your support even when there is no immediate risk.
- It is a very heavy burden for you to have a friend or loved one consider ending their life. You may want to consider getting help from a professional to cope with this.



WHAT SHOULD I DO WHEN I NEED SUPPORT?

- **Share Your Feelings:** If you are going through a difficult time, expressing your feelings to someone can be a good start. As a first step, express the feelings you want to share. Find someone you can express your feelings to in a comfortable environment.
- **Look At Your Inner Resources:** When seeking emotional support, it is not always necessary to be referred directly to a professional. Sometimes you can meet your need for support by using your inner resources. Activities such as taking up a hobby, spending time with your family or friends, and walking in nature can contribute to your emotional recovery. Such activities that you can do on your own can improve your mood and help you meet your need for support.
- **Contact the Employee Health and Well-being Unit:** Depending on your needs, you can get help from the psychosocial support specialists in the Employee Health and Well-being unit. Psychosocial support specialists listen to your needs and evaluate your current situation by having a preliminary interview with you. Experts can connect you with appropriate resources or make referrals according to your needs.
- **Check for Need for Change in Working Style:** If there is a situation that requires a change in your work environment, you can discuss this with your manager, psychosocial support specialist and Human & Culture Business Partner and plan the necessary arrangements.
- **Following the Process:** Psychosocial support specialists monitor your process from beginning to end. You can also make plans with them to follow your progress. This will help you make sure you are receiving support and monitoring your development. You can ask all your questions about the process to psychosocial support specialists.



**Our psychosocial well-being is a part
of our holistic health...**

Employee Health and Well-being