



**North Carolina**  
**Department of Commerce**  
*Division of Human Resources*

Michael F. Easley, Governor

James T. Fain III, Secretary

*Memorandum*

TO: **All Department Employees**

FROM: James T. Fain III, Secretary

DATE: April 15, 2008

RE: New OSP Employee Worksite Wellness Policy

Effective February 1, 2008, the Office of State Personnel (OSP) adopted a new Worksite Wellness Policy that provides a foundation for State Agencies to create worksite wellness programs for their employees. The policy addresses many of the barriers that have previously limited wellness programs and outlines how to organize and integrate wellness programs into the workplace and empower and encourage employees to gain more control of their health. Wellness committees within each department will be charged with:

- Providing increased support and opportunities in the workplace for physical activity, healthy eating, tobacco cessation, and stress management
- Increasing employees' awareness of healthy lifestyle choices, and
- Promoting resources and benefits, like the State Health Plan's tobacco cessation pharmacy program.

The policy is available on the OSP Web site, <http://www.osp.state.nc.us/manuals/man8-9.html>. The NC State Health Plan has developed resources to assist agencies in the development of effective worksite wellness programs for their employees. For more information, see [www.shpnc.org/worksite-wellness.html](http://www.shpnc.org/worksite-wellness.html).

Agencies are being asked to designate a Wellness Leader to provide oversight and leadership for their wellness program. I am very pleased that Rose Hendricks will assume the role of Wellness Leader for our Department. Rose Hendricks brings strong leadership and management skills to this key role.

*We are fortunate to already have a worksite wellness program underway in our department. Thanks to all of you who have made our program a reality and our department a trendsetter. This policy will now give us the opportunity to take our wellness program to the next level.*

I am committed to creating a strong and dynamic worksite wellness program for our employees and ask that you join with me in supporting this important effort. *Statistics show that effective workplace wellness programs have a positive effect on employee morale and productivity along with improved health which leads to a decrease in overall health care costs. You will be receiving more information about the Worksite Wellness Program in the coming months.*

***North Carolina. A Better Place To Be***

301 North Wilmington Street • 4306 Mail Service Center • Raleigh, North Carolina 27699-4306  
Tel: (919) 733-2104 • Fax: (919) 715-3183  
An Equal Opportunity/Affirmative Action Employer