



## Menopause-friendly workplace checklist

At Macmillan Davies, we're committed to supporting employees going through menopause, both within our own organisation and for our clients. Drawing on the expertise of our team and wider network, we've developed a set of key questions designed to help businesses assess whether they are truly fostering an inclusive, supportive environment for employees experiencing menopause.

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01	<b>Raising awareness and normalising conversations</b>	Yes	No
	• Does your workplace have menopause awareness training for managers and staff to reduce stigma and improve understanding?	<input type="checkbox"/>	<input type="checkbox"/>
	• Does your workplace have open communication channels that encourage employees to discuss menopause-related issues without fear of judgment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	• Does your workplace have a menopause champion or peer support network to provide advice and guidance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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02	<b>Developing a Menopause policy</b>	Yes	No
	• Does your workplace have a clear menopause policy outlining the support available and how employees can request accommodations?	<input type="checkbox"/>	<input type="checkbox"/>
	• Does your workplace have flexible working options, such as remote work or adjusted hours, to help employees manage menopause symptoms?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	• Does your workplace have sick leave policies that account for menopause-related health issues without penalising employees?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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- 03** **Fostering a comfortable work environment**
- Does your workplace have adequate temperature control options, such as access to fans or air conditioning, to help manage hot flashes? Yes  No
  - Does your workplace have quiet, comfortable break areas where employees can rest if needed? Yes  No
  - Does your workplace have ergonomic equipment, such as chairs and desks, to support employees experiencing physical discomfort? Yes  No
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- 04** **Promoting health and well-being**
- Does your workplace have access to menopause-related health resources, including medical advice, counselling, or an employee assistance program (EAP)? Yes  No
  - Does your workplace have mental health support options, such as stress management programs or therapy, to assist employees dealing with menopause? Yes  No
  - Does your workplace have workshops or webinars on managing menopause symptoms through nutrition, lifestyle changes, and stress relief? Yes  No
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- 05** **Reviewing and adapting workload expectations**
- Does your workplace have a process for reviewing performance metrics to ensure menopause symptoms are considered, avoiding penalisation for temporary dips in productivity? Yes  No
  - Does your workplace have a system for temporarily adjusting job responsibilities or hours if employees are experiencing severe symptoms? Yes  No
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- 06** **Supporting career development and retention**
- Does your workplace have policies in place to ensure career progression and leadership opportunities are not hindered by menopause-related issues? Yes  No
  - Does your workplace have mentorship programs to help employees experiencing menopause stay engaged and advance in their careers? Yes  No
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- 07** **Collecting feedback and continuously improving**
- Does your workplace have regular feedback sessions with employees to gather insights on menopause support and improve policies? Yes  No
  - Does your workplace have an annual review of menopause-friendly policies to ensure they remain relevant and effective? Yes  No
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