

MODified Stress Indicator Survey Requests

Amendment record

This Annex has been reviewed by Directorate of Defence Safety (DDS) together with relevant subject matter experts and key safety stakeholders. Any suggestions for amendments to this chapter **should** in the first instance be directed to the Defence organisation's [Safety Centre/Team Group Mailbox](mailto:People-DDS-GroupMailbox@mod.gov.uk) and with their approval, sent to DDS at: People-DDS-GroupMailbox@mod.gov.uk.

Version No	Date of publication	Text Affected	Authority
1.2	Oct 20	Interim update post-handover of Policy from DSA to D HS&EP.	D HS&EP
1.3	24 Mar 25	Release of two-part chapter structure. Inclusion of Mental Health Fitness; the Institute of Naval Medicine process for utilising the MODified Stress Indicator Tool and more proactive measures for dealing with work-related stress.	DDS
1.4	11 Nov 25	Revision to Annex A to include possible alternatives to the MODified Stress Survey, addition of Annex D - Assurance checklist and separated annexes from the main policy.	DDS

Introduction to the MODified Stress Indicator Survey

1. The Institute of Naval Medicine (INM) has designed a Stress Indicator Survey to investigate stress among personnel. This survey is intended to be used by groups / departments (of at least 10 personnel) rather than individuals or small teams. The Defence MODified Stress Indicator tool was developed from the Health and Safety Executive Management Standards Indicator Tool to ensure the tool appropriately measured stress in a Defence context¹.

2. The tool measures the risk of work-related stress in the following seven key working conditions:

- a. **Demands.** Demands of work including workload, work patterns and work environment.
- b. **Control.** Employee control over the work done.
- c. **Support.** Encouragement, sponsorship and resources provided by manager and peers.
- d. **Relationships.** Relationships with colleagues.
- e. **Role.** Clarity of job role.
- f. **Change.** How organisational change is managed and communicated.
- g. **Work-life balance.**

¹ Bridger, R. S., Dobson, K., & Davison, H. (2015). Using the HSE stress indicator tool in a military context. *Ergonomics*, 59(2), 195–206. <https://doi.org/10.1080/00140139.2015.1057544>

3. Evidence suggests that if poor scores are given to the above factors, there is a greater risk of work-related stress. Results from the survey can help managers and senior leaders identify which areas their workforce struggle with, so that improvements can be made. The INM can administer the Defence MODified HSE Stress Indicator Tool and provide a letter of the results.

4. An example of the survey is at this link: [Example Stress Indicator Survey](#)

Who to contact if you would like to request a survey

5. Please email the INM Human Factors and Applied Psychology team (NAVY-INM-HFStress@mod.gov.uk) with information covering the following points:

- a. A brief outline of the reasons why you require the survey and what you hope to achieve.
- b. The number of people the survey will cover.
- c. The desired launch date.
- d. How many subgroups to be included in the survey for example different teams, ranks, services and so on. Please bear in mind that the INM can only report results for a group if it has at least 10 respondents and has a response rate over 30%, to protect anonymity.
- e. Would you want a comments box at the end of the survey?

6. It **should** be noted that the INM has limited capacity and may not be able to accommodate all requests for surveys. Survey requests are triaged by the INM and considered based on an assessment of need.

7. If accepted there would then be a formal tasking process to follow. The INM team will provide assistance with the various steps needed along the way.

8. If you are declined a MODified Stress Indicator Survey, you can reapply, otherwise you can make use of the [HSE's Stress Indicator Tool](#), which is not MOD specific but may provide an adequate alternative, though the free version has a limit of 50 participants.

What happens once the survey has been requested

9. Once the formal tasking process has been completed, you will be asked to provide the team with the relevant information to conduct the survey including headcounts for subgroups and potentially email addresses of participants dependent upon survey participant numbers.

10. Once the survey is launched, either a link to the survey will be provided to the point of contact or participants will be emailed an invitation to participate in the survey. The survey will normally remain open for up to 4 weeks to allow for a sufficient response rate. A minimum completion rate of 60% is desirable and if the survey rate is between 30% and 60% results can be analysed, but the [HSE suggests](#) these survey findings **should** be treated with caution as they may not represent the invited population. If the completion rate is below 30%, the results will not be considered and the INM may suggest extending the survey period until the minimum 30% response rate has been achieved. The INM will send you weekly updates of the response rate and support with obtaining a sufficient survey response rate.

What happens once the survey is closed

11. Upon survey closure, the team at the INM will aim to analyse results within a 4-week window (dependent upon survey size). Once analysed a letter detailing the results will be issued to the customer covering:

- a. Overall unit / organisation survey score results.
- b. Subgroup survey score results.
- c. Comments from the survey (if requested).

12. An example of the letter you may receive can be found here: [Example Stress Indicator Survey Findings Letter](#).

Frequently Asked Questions

How should we promote participation?

13. It is important to convey the importance that survey responses will make for creating positive change in the workplace. Previous customers have put the survey in their standing orders and communicated the survey in briefings/staff meetings. Additionally, setting aside specific time for participants to complete the survey is also beneficial.

Can the survey be completed on a personal device?

14. The survey can be completed on either a MOD device or personal device, but participants will need to forward the email with the survey link onto their personal account. The INM will not directly send survey links to personal accounts.

Can civilians participate?

15. The survey is for both civilian and military personnel. The INM can analyse civilian and military data as separate subgroups if this is useful to you.

16. Links to further information about the Stress Indicator Survey process can be found on the following SharePoint web page: [Wellbeing and Stress Management Advice \(sharepoint.com\)](#).