

PERSONNEL MANAGEMENT BUREAU
7. Employee Assistance Program

**PERSONNEL
 MANAGEMENT
 BUREAU**

Overview

Assignments
 Division

Recruitment,
 Counselling &
 Promotion
 Division

FSD Policy &
 Administration
 Division


Executive
 Pool/Heads of
 Mission Division

Services Centre



Employee
 Assistance
 Program

**CRITICAL INCIDENT STRESS
 DEBRIEFINGS**

Delivery Standard


1. Provide psychological debriefings designed to prevent employees who have experienced a critical incident from developing long-term stress reactions	
<ul style="list-style-type: none"> ➔ One-on-one debriefing ➔ Group debriefing 	<p><i>Same day service or within 2 days</i></p> <p><i>Timing to be determined</i></p> 

EAP TRAINING/INFORMATION SESSIONS *Delivery Standard*

1. Conduct information sessions for new, returning and pre-posting employees, designed to help them adjust to new situations and provide information on EAP services	<p><i>On request</i></p> 
2. Develop/conduct training sessions on EAP-related issues	<p><i>As requested</i></p> 

MISSION VISITS

Delivery Standard

1. Conduct Mission visits - all of the above EAP services are available to our Missions	<p><i>As requested</i></p> 
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