

PREPARED FOR

Manas – Center for Mental Wellness & Counselling

# Sleep Health in the Workplace

Why Your Organisation's Sleep Problem Is a Performance Crisis

Presented by Dr. Priya Dubey Sharma

Manas – Center for Mental Wellness & Counselling

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## Programme Overview

Sleep deprivation significantly impacts Indian organisations, leading to billions in lost productivity, increased accidents, and escalating health expenditures. This programme addresses the pervasive issue of inadequate sleep, challenging the cultural notion that long hours equate to dedication.

### Learning Objectives

- ✓ Participants will understand the fundamental science behind sleep and its direct correlation with cognitive functions such as memory consolidation, decision-making clarity, and emotional stability, enabling them to appreciate sleep's vital role in professional effectiveness.
- ✓ Participants will identify common factors contributing to poor sleep within the Indian workplace context, including excessive work hours and constant connectivity, empowering them to recognise and address these issues.
- ✓ Participants will learn practical, evidence-based strategies for improving their personal sleep hygiene and quality, equipping them with tools to manage their sleep independently and enhance their daily energy levels.
- ✓ Participants will critically evaluate organisational practices that inadvertently undermine employee sleep, such as late-night meetings and non-urgent after-hours communications, fostering an awareness of systemic impacts.
- ✓ Participants will gain insights into how to collaboratively build and advocate for a workplace culture that prioritises and supports healthy sleep habits, contributing to a more sustainable and productive work environment for everyone.

#### WHO SHOULD ATTEND

This programme is designed for all employees, managers, and senior leadership who wish to enhance personal well-being and boost overall organisational productivity and safety.

## Programme Content

### 1. The Science of Sleep and Workplace Performance

Explore the intricate relationship between sleep and cognitive functions crucial for professional success. We will delve into how adequate rest enhances memory recall, sharpens decision-making abilities, and promotes emotional regulation, directly impacting your performance and interactions at work. Understanding these scientific underpinnings will highlight why prioritising sleep is not a luxury, but a necessity for peak professional output and resilience.

 **Activity: Group discussion on personal experiences with sleep and cognitive performance.**

### 2. Common Causes of Poor Sleep in Indian Workplaces

Identify the prevalent factors contributing to sleep disturbances within the unique Indian work environment. This section will address the pressures of long working hours, the pervasive 'always-on' culture facilitated by digital communication, and societal expectations that often devalue sleep. Recognising these common culprits is the first step towards mitigating their impact on your sleep quality and overall well-being.

 **Activity: Brainstorming common sleep disruptors in your specific work setting.**

### 3. Individual Sleep Improvement Strategies

Acquire actionable techniques to enhance your personal sleep hygiene and achieve more restorative rest. We will cover practical tips on establishing consistent sleep schedules, creating an optimal sleep environment, managing pre-sleep routines, and employing relaxation methods. By implementing these evidence-based strategies, you can take control of your sleep and significantly improve your daytime alertness and productivity.

 **Activity: Personal sleep hygiene checklist creation.**

#### 4. Organisational Practices That Undermine Sleep

Examine how certain organisational norms and practices can inadvertently sabotage employee sleep. This includes the impact of late-evening meetings, the expectation of immediate responses to after-hours messages, and inflexible work schedules. Understanding these systemic issues is vital for advocating for necessary changes that support a healthier work-life balance.

 **Activity: Role-playing scenarios for addressing late-night communication expectations.**

#### 5. Building a Sleep-Supportive Workplace Culture

Discover how to foster an environment where healthy sleep is valued and encouraged. We will discuss strategies for promoting awareness, encouraging leaders to model good sleep habits, and implementing policies that respect personal time and reduce work-related stress. Creating a sleep-supportive culture benefits not only individual employees but also enhances overall organisational effectiveness and well-being.

 **Activity: Developing team agreements for respecting work-life boundaries.**

#### 6. Integrating Sleep Health into Daily Routines

Learn to seamlessly integrate sleep-promoting habits into your daily and weekly routines, ensuring long-term sustainability. This session focuses on practical application, including time management techniques to protect sleep time, mindful practices to manage stress that interferes with sleep, and strategies for communicating sleep needs effectively with colleagues and superiors. Consistent application of these principles will lead to lasting improvements in sleep quality and daytime functioning.

 **Activity: Commitment setting for implementing one new sleep-promoting habit.**

## Action Plan

Concrete steps for implementation.

Action	Owner	Timeline	Notes
Communicate programme benefits and encourage participation.	HR/Manager	Week 1	Send out a company-wide announcement highlighting the importance of sleep health and the upcoming programme.
Schedule and promote programme sessions across departments.	HR	Month 1	Ensure multiple session timings are available to accommodate diverse work schedules and roles.
Encourage managers to discuss sleep health in team meetings.	Manager	Week 2	Provide managers with talking points and resources to facilitate discussions on sleep and well-being.
Review and update company policies regarding work hours and communication expectations.	HR	Month 1	Address practices like mandatory late meetings or after-hours communication expectations that negatively impact sleep.
Implement designated 'quiet hours' or 'no meeting zones' to protect focus and rest time.	HR/Manager	Month 2	Establish clear guidelines on when communication should be limited to essential matters only.
Integrate sleep health resources into onboarding and ongoing wellness initiatives.	Leadership	Quarter 1	Make sleep health a consistent part of the employee well-being conversation and support system.

## About Manas



### Dr. Priya Dubey Sharma

Founder & Consulting Psychologist | Applied, Organizational & Behavioural Psychologist | PhD | 18+ Years

Dr. Priya Dubey Sharma brings 18+ years of applied psychology to corporate wellness. She has worked with SBI, educational institutions, and corporate teams across India. Her evidence-based approach combines CBT, mindfulness, and culturally contextualised psychology for measurable outcomes. She is the creator of the Performance FOMO Index™ and the High-Functioning Distress Framework™.

### Manas – Center for Mental Wellness & Counselling

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