

**Sparking a
new chapter of
brilliance and
resilience.**

RENEWPOWER

Toolkit for workplace accommodations

Supporting menopausal and perimenopausal individuals at work

Partners: RESET

Date: March 2025



**Co-funded by
the European Union**

Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.



MITRA
CYPRIUS MENOPAUSE CENTRE



Toolkit for Workplace accommodations

Introduction

Menopause and perimenopause are natural life stages that can significantly impact individuals' experiences at work. This toolkit offers practical workplace accommodations and inclusive practices to support the wellbeing, performance, and retention of menopausal and perimenopausal employees. When applied, these actions foster a healthier, more equitable work environment for everyone.

Categories of accommodation:

1. Flexible work arrangements

Offer flexibility to help individuals manage symptoms that may fluctuate day to day.

Examples include:

- Remote work or hybrid options
- Flexible start and end times
- Shift-swapping or compressed workweeks
- Paid time off or symptom related leave policies

2. Physical workplace adjustments

Creating a more comfortable environment can alleviate common symptoms like hot flashes or fatigue.

Examples include:

- Access to fans, ventilation, or windows
- Temperature control opinions for workspaces
- Quiet rooms or rest areas
- Comfortable seating with lumbar support

3. Uniform and dress code adaptations

Ensure uniforms and dress policies allow for comfort and temperature regulation.

Examples include:

- Breathable fabrics or layered uniforms
- Looser dress code requirements when appropriate
- Open dialogue for special requests without stigma

4. Communication and support structures

Clear policies and open conversations help reduce stigma and build trust.

Recommended practices:

- Confidential channels to discuss symptoms or needs
- Designated HR support person or menopause ambassador
- Inclusion of menopause in occupational health practices



- Internal campaigns to normalize the topic

5. Training and awareness

Educate all employees, especially leadership, about menopause related challenges and how to respond with empathy and equity.

Ideas for action:

- DEI informed training sessions
- Manager guides on compassionate communication
- Team discussions about inclusive practices

Tips for implementation

- Encourage feedback from affected employees during the design and review of policies
- ensure privacy and confidentiality throughout any support processes.
- Evaluate impact regularly and adjust accommodations as needed.

Need to adapt for different contexts?

- In small organizations, informal agreements may work better than formal policies
- In frontline or shift-based roles, flexibility may involve creative scheduling or longer rest breaks
- In multicultural workplaces, consider how menopause is perceived and spoken about across different cultures and ensure sensitivity.

Templates and examples:

- Example workplace policy on menopause support
- Accommodation request form template
- Checklist for managers (creating a supportive environment).



Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.