Work-life balance

sata CommHealth

Take rest breaks

Take regular short breaks throughout the day to rest.

This can improve your focus and regain energy levels.

Communicate and ask for help

Be open with your manager about workloads and deadlines. Do not hesitate to ask for help.

Learn to say no

Set boundaries to avoid overcommitting yourself and manage your energy level.

You do not have to say yes to your employer and friends all the time.

Prioritize self-care

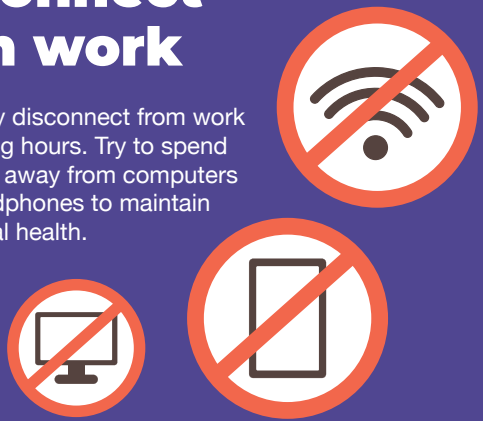
Maintain your physical and mental health as priority, by doing exercises, getting enough sleep and taking regular rest breaks from work.

Plan for personal time

Set time aside to do things you enjoy such as doing your hobbies, exercise and spending time with friends.

Disconnect from work

Consciously disconnect from work after working hours. Try to spend quality time away from computers and/or handphones to maintain good mental health.



Build a support system

Spend time with friends and family. Having a good support circle can provide positive support to you and help you cope better with life challenges.