



OCCUPATIONAL HEALTH MANAGEMENT POLICY STATEMENT

The Company are aware of the benefits of good Occupational Health management and therefore Claremont Refurbishment Limited is committed to the general provisions of occupational health care and to provide:

- Advice and guidance to Management in relation to the health and welfare of Employees.
- The provision of health monitoring, health surveillance and relevant records as required by the Control of Substances Hazardous to Health Regulations 2002 as amended (2005), the Classification, Labelling and Packaging Regulations 2015 and the Health and Safety (First Aid) Regulations 1981.
- The provision for the care and rehabilitation of staff suffering from mental health disorders.
- Controls for the monitoring of extreme temperatures while at work.
- Controls and assessments for tasks and processes involving manual handling.
- Controls and systems for personnel involved in operating display screen equipment workstations.
- Controls and safe systems for personnel involved in the use of vibrating tools that present a risk of hand, arm vibration syndrome.
- Controls and safe systems for the protection of respiratory systems from dust and other hazardous substances.
- Controls and safe systems for whose Employees work in noisy environments and implementing effective noise control techniques.
- Controls in place to protect our Employees from dermatitis and other work related skin disorders.
- To ensure that these occupational health risks and monitored through health surveillance as required and our annual medical questionnaire
- To provide reasonable adjustments for people with disabilities to support them in employment.
- To manage early return to work after sickness certification and wherever possible support rehabilitation after prolonged illness.

Occupational Health Screening

The Company may arrange and finance health monitoring or screening for Employees where required. The Managing Director may request individual Employees to attend a medical examination where recommended by in a formal occupational health assessment. Such an examination would be carried out by mutual agreement and the results classified as "Medical in confidence" information by the Managing Director. The purpose of occupational medical examination is to identify cases of illness potentially induced by work related undertakings or where the works process exacerbates existing medical conditions.

Annual Medical Questionnaire

To facilitate a means of monitoring the OH of the staff/Employees the HR Department will annually send out to each staff/Employee a medical questionnaire to be returned so they may be reviewed to identify any highlighted problem and refer the Employee to a medical professional.

Line Managers will have an important role to play in ensuring that policies and procedures relating to Occupational Health are implemented and communicated to all existing staff and new staff on their commencement. This will be achieved through new starter induction and continuation training. Managers will promote a professional and positive work environment by ensuring that this policy is put into practice by applying the Occupational Health Arrangements set by the Company.

The Board of Claremont Refurbishment Limited is fully committed to ensuring that Claremont Refurbishment Limited complies both with the letter and spirit of the principles in the Occupational Health Policy. For that reason, Mr Alistair Atkin has been appointed by Claremont Refurbishment Limited with the responsibility and authority to oversee and drive our Occupational Health Policy.

For and on behalf of Claremont Refurbishment Limited,

Mr Alistair Atkin
Director

Date: 1st November 2020