

## Health Surveillance Policy

Occupational health is a shared responsibility. Under Law, Shires Integrated Systems Ltd is responsible for the health and safety of its employees, employees have to look after their own health and safety and we all have to take care of the health and safety of others.

Occupational health embraces:

- the effect of work on health, whether through sudden injury or through long-term exposure to agents with latent effects on health, and the prevention of occupational disease through techniques which include health surveillance, ergonomics and effective management systems;
- the effect of health on work, bearing in mind that good occupational health practice should address the fitness of the task for the employee, not the fitness of the employee for the task alone;
- rehabilitation and recovery programmes;
- helping the disabled to secure and retain work;
- managing work-related aspects of illness with potentially multi-factorial causes (e.g. musculo-skeletal disorders, coronary heart disease) and helping employees to make informed choices regarding lifestyle issues.

Work activities undertaken by Shires Integrated Systems Ltd are well below exposure limits for noise, dust and vibration. These activities have been risk assessed and found to be low risk. Suitable and sufficient control measures have been put into place regards dust, noise and vibration to ensure these risks are reduced even further. As such, for these current activities, health surveillance is not required.

If future activities are identified as requiring health surveillance, then appropriate actions will be taken.

The purpose of health surveillance is to:

- provide appropriate health surveillance for employees, based on an assessment of the potential risk of harm through work activity;
- provide employees with general advice on other health matters.

Employees will be encouraged to attend and co-operate with Health Surveillance as requested and to inform Shires Integrated Systems Ltd of any medical condition that may affect his or her potential to complete work safely, or which they suspect may have been caused or exacerbated by work activity.

As health surveillance is designed to meet relevant statutory safety requirements, co-operation with the policy is required. Refusals to attend statutory elements of health surveillance by an employee will be explored sensitively, but unreasonable refusal to co-operate may result in disciplinary action. Individual employee's reasons for not attending i.e. religious or other personal factors will be fully taken into account.

Signed:



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