

Occupational Health & Wellbeing Policy

Qualter, Hall & Co. Ltd will provide a working environment free from harm to health. We will monitor and prevent the occurrence of any work-related disease or health risk and take steps to provide working conditions which are healthy, comfortable, and will encourage optimum performance without causing harm for all employees.

Health risks will be managed by using the controls identified in risk assessments and adhering to relevant legislation. These risks will be communicated to employees with the controls that need to be taken to safeguard their health. As a further precaution health surveillance, screening and medical advice will be conducted to monitor that these controls are effective, and the employees' health is protected.

Fitness to Work

We recognise the importance of having a workforce that can conduct the activities relevant to their role. This is important for their own health and safety and that of their colleagues. For this reason we monitor the health of any employee working in a safety-critical environment and activities that are considered a higher risk and offer health surveillance to any other employee whether considered at risk or not.

This process will commence with initial health surveillance to ensure that they meet the requirements of the tasks when they commence employment. Any adjustments required to ensure the health of the operative will be implemented following this review.

Further periodic occupational health evaluations will be conducted where any concern is highlighted, with further consultation taking place to determine any additional controls or refer to the company occupational health consultant as required.

Areas referred to:

- Hand/arm vibration syndrome (HAVS) and musculoskeletal disorders.
- Noise induced hearing loss/deafness/tinnitus and eyesight issues.
- Occupational dermatitis, asthma, respiratory problems, and lung function.
- Diseases such as leptospirosis, hepatitis, and illnesses such as diabetes, etc.
- Issues with work related stress, drugs, alcohol, and mental health.

Medical Referral

Should any medical issue arise which needs further clarification, the employee will be consulted and referred to an independent medical advisor arranged by the company. When this is completed the rights of the employee to view their medical report is applied under the Access to Medical Reports Act, and all related information will be kept in accordance with the requirements of the Data Protection Act and GDPR.

Health Monitoring & Screening

Monitoring is an integral part of this health policy, and we will work closely with the occupational health provider to ensure this is functional and suitable. We will inform employees with regular updates, information, and guidance to ensure the health surveillance programme is working effectively. The frequency of health screening will be determined by the risks to the individual and any medical issues they have. There may be a requirement to increase the number of visits for employees conducting activities with more risk as appropriate. Operatives who conduct activities requiring a health assessment will undergo health surveillance by the occupational health provider to determine their current status and if the results show concern, they will be referred to the occupational health consultant for additional screening or investigation.

Absence Management

When employees are absent for any lengthy period a 'return to work' appraisal will be conducted to investigate the cause of illness and whether it is work related. Any issues recorded will result in a return-to-work assessment to assist the employee back into regular employment. This will be monitored and progressed as circumstances change including the provision of light duties for a relevant period or alternative work.

Signed



Graham Carr – Chief Operating Officer

December 2025