



## **Occupational Health Policy**

The health and wellbeing of employees is a core value of GEM Compliance Training and the provision of occupational health is a key aspect of the company policy.

Occupational health is concerned with the inter-relationship between work and health i.e. how work and the working environment can affect a member of staff's health and how a member of staff's health can affect their ability to do their work.

The principal aim of our occupational health policy is for the prevention of ill-health in the workplace through:

- Assisting with the identification and management of health risks.
- Supporting those staff who are ill to remain at or return to work as appropriate.
- Improving work opportunities for those with disabilities.
- Managing work-related aspects of illness.
- The promotion of good health to better equip staff to do their work well and make informed lifestyle choices.

### **OUR COMMITMENT**

The company is committed to ensuring that the potential for ill-health or injury arising from their activities or premises is minimised so as far as is reasonably practicable through the implementation of the following measures:

- We will ensure that health risks arising from our activities are identified so as to enable the implementation of the necessary control measures and where appropriate we will carry out occupational health interventions and health surveillance.
- We will encourage a culture where managers take an active interest in the health and wellbeing of their staff.
- We will ensure the early identification and management of work related ill-health.
- We will enable staff to raise, discuss and resolve individual work-related ill-health issues, through the involvement of and consultation with the relevant Occupational Health representative.
- We will ensure that staff who are identified as particularly at risk of ill-health from their work or whose health affects their work, are provided with appropriate advice and support.

### **MANAGERS/SUPERVISORS**

Will ensure that the health of employees is not adversely affected by their work through:-

- Proactively considering the effect of work activities on health, so enabling the introduction of appropriate measures to eliminate or minimise any adverse impact.
- Ensuring risk assessments are undertaken that consider work related health hazards.
- Providing appropriate information, instruction and training to staff with regards health risks.
- Ensuring the early intervention and management of work-related ill-health issues.
- Implementing the appropriate working arrangements, reasonable adjustments and support for staff that are identified as at particular risk.

## EMPLOYEES


Will ensure that their own health and wellbeing is not adversely affected by their work through:-

- Making informed life choices with regard to their health.
- Informing their supervisor of any health condition that might affect or be affected by their work activities, the workplace or other persons.
- Co-operating with their supervisors and others with regard to the implementation of appropriate measures to control health risks in the workplace and elsewhere.

The Occupational Health Policy is updated regularly in order to ensure its continuing suitability.

Review Date: February 2024

### This policy has been approved & authorised by:

**Name:** Gavin Milligan  
**Position:** Managing Director  
**Date:** 01/02/2023  
**Signature:** 

### Revisions

| Version | Date Created             | By             | Reason for change |
|---------|--------------------------|----------------|-------------------|
| 1       | 1 <sup>st</sup> Feb 2023 | Gavin Milligan | New document      |
| 2       |                          | Gavin Milligan |                   |