



Utility Works, Groundworks
& Paving Solutions

This is the Occupational Health Policy of:

MJM Groundworks

Legal obligations

Under the Health and Safety at Work etc. Act, 1974 there is a general obligation for the company to ensure so far as it is reasonably practical, the health, safety and welfare of all members of staff.

Occupational Health

As a responsible employer. MJM Groundworks Ltd has a commitment to the health and welfare of its staff. The company's directors and management are concerned with all issues related to health and work. They can be contacted directly on using the contact details contained in their personal information pack. Express Medicals is contracted by MJM Groundworks to advise on Occupational Health matters and can be contacted via your line manager.

The aims of the policy is:

- 1. Carry out necessary medical screening for any staff working with processes, materials or substances that require them to receive medical supervision.*
- 2. Provide advice and training on ergonomics, especially relating to computer technology and manual handling.*
- 3. Carry out environmental surveys and risk assessments and to provide advise on issues relating to work place ergonomics, occupational hygiene and safety.*
- 4. Supervise the company's team of first aiders, co-ordinate first aid training and the provision of first aid supplies*
- 5. Offer a variety of health education and health promotion programmes to encourage the health and fitness of all members of staff.*
- 6. Monitor sickness absence and provide sickness absence statistics, counselling and advice to managers individuals.*



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7. *Offer counselling support for staff to complement other welfare services offered by HR and student Services*
8. *Carry out pre-employment screening by medical questionnaire, interview and medical examination where appropriate.*
9. *Give a general medical and health advice and information to all members of staff when requested.*
10. *Advise HR and line manager in the event of illness on the fitness to return to work and/or rehabilitation needs of individuals. Assist those individuals when they return to work to enable them to settle in to their work pattern with minimum stress and disruption.*

Mr Mick Mummery

A handwritten signature in blue ink, appearing to read 'MJM', with a long horizontal stroke extending to the right.

Managing Director