



Company Policy Statement: **Occupational Health Policy**

Portfolio: Governance and Assurance
Portfolio Director: Mr Roger Clarke

Document Reference: GRAAY\POL\OccupationalHealth\Rev.12.0519][19

Status: Published

graay.a4.policy.occupationalhealth

Author: Mr Roger Clarke



File Reference: c:\graay\frankloyd Murray\graay@ limited\graay@ limited portfolio - company policies - documents\graay.a4.policy.occupationalhealth.docx
Released: 06/06/2025 16:06:00

...committed to life-long learning and excellence in all we do.

(C) Copyright GRAAY® Limited 2011-2025. All rights Reserved.
Document Designation: Public Access Document

DOCUMENT ETYMOLOGY

Title

Policy Statement for	Portfolio
Occupational Health Policy	Governance and Assurance

Responsibility

Reference	
Organisation	GRAAY® Limited
Portfolio Director	Mr Roger Clarke
ISO Document Reference	GRAAY\POL\OccupationalHealth\Rev.12.0519
Electronic Library Location	c:\graay\franklloyd\murray\graay® limited\graay® limited portfolio - company policies - documents\graay.a4.policy.occupationalhealth.docx

Version and Status

Version	Date	Author	Status
19	06/06/2025 16:06	Mr Roger Clarke	Published

Approver

Title	Name	Date
Chief Executive Officer	Mr Frank Lloyd-Murray	Friday, 06 June 2025
Chairman	Mr Simon Bevan	Friday, 06 June 2025
Board of Directors	(List)	Friday, 06 June 2025
Non-Executive Directors	(List)	Friday, 06 June 2025



DOCUMENT ETYMOLOGY 2

Title..... 2

Responsibility..... 2

Version and Status..... 2

Approver..... 2

What exactly is a Policy Statement? 1

OCCUPATIONAL HEALTH POLICY STATEMENT 2

Occupational Health – Our Aims 2

Occupational Health – Our Process 2

General Health & Fitness..... 2

PTS Medicals, Medical Assessment and Drugs & Alcohol screening 3

Medical assessment following illness, injury or change in personal circumstances..... 3

Fatigue Management..... 3



Section: 2 – The Policy Statement

What exactly is a Policy Statement?

A policy statement is an organization-level document that prescribes acceptable methods or behaviours. Essentially, a policy is simply the way things are done within an organization.

Policies are different from procedures and standard operating procedures because they are applicable to an entire organization and are primarily intended to set direction.



...committed to life-long learning and excellence in all we do.

(C) Copyright GRAAY® Limited 2011-2025. All rights Reserved.
Document Designation: Public Access Document

OCCUPATIONAL HEALTH POLICY STATEMENT

Occupational Health – Our Aims

We are committed to promoting and protecting health and wellbeing while at work. We take seriously our duty of care to identify, manage and where possible mitigate against any risks to health based on our employees' work activities.

Occupational Health – Our Process

Working with our employees and clients we will identify any likely occupational hazards that need to be considered within the working environment. If necessary, a RISQS approved medical provider will be approached for advice.

The Rail Administrator will determine if any long-term surveillance that is required by reviewing the nature of the company scope of works.

GRAAY[®] Limited have access to specialist OCH support through HealthCare Connections as required, we do not have site specific resources available, should anyone wish to seek advice they should contact a member of the GRAAY[®] Limited Executive.

Metrics is the GRAAY[®] Limited management tool used to monitor this requirement.

- Risks and Hazards associated with the work or assignment to be undertake will be attached to the individuals staff profile.
- When a member of staff changes roles or locations a review of R&H shall be undertaken, and appropriate updates be made to the staff profile.
- Annual reviews of the R&H's will be undertaken by the GRAAY[®] Limited thus ensuring up to date information is recorded and appropriate measures are in place.

General Health & Fitness

At commencement of employment with GRAAY[®] Limited all Individuals are required to complete medical self-assessment form to declare that they are not suffering from medical conditions, or taking any medical treatment, likely to cause:

- sudden loss of consciousness
- impairment of awareness or concentration
- sudden incapacity
- visual impairment of a temporary or transient nature
- impairment of balance or co-ordination
- significant limitation of mobility
- Requirement to wear classes.

This information will be requested during the company induction process and held within the physical staff profile folders. Updates will be completed annually at the Rail Administrator's discretion dependent upon the nature and frequency of potentially hazardous works. These will be available for viewing by the candidate by permission of the Rail Administrator.

Obesity shall be assessed by the medical examiner to be certain it is not likely to limit mobility or related to any medical abnormality that could increase the risks to safety while working.

If the requirements for visual acuity can only be achieved using spectacles, then photographs must show the person wearing glasses when attached to the GRAAY[®] Limited Identity Card and the PTS Sentinel Card.

Employees who wear contact lenses must declare the fact and must always carry a pair of equivalent prescription spectacles when on a railway work site. This information will be requested as part of the commencement medical self-assessment form.

PTS Medicals, Medical Assessment and Drugs & Alcohol screening

Medical assessments to meet the requirements of NR/L2/OHS/00124 (Competence Specific Medical Fitness Requirements) will be carried out by registered approved Network Rail suppliers who meet the minimum requirements for medical assessments and drugs and alcohol screening specified in NR/L2/OHS/018 and NR/L1/OHS/051.

The booking of initial and periodic, pre-employment medical assessments and Drugs & Alcohol Screening and for the recording of outcomes is the responsibility of the Rail Administrator.

Medical assessment following illness, injury or change in personal circumstances.

If at any time there is any reason to doubt an individual's fitness for normal work, the company will refer the individual to an occupational physician for assessment prior to resuming or continuing to work; whether or not the individual concerned has been absent from work.

Consideration will also be given to the need for a critical incident debriefing following a significant traumatic event that may affect an individual (for example accidental or traumatic death, major passenger train incident or major collision at level crossings).??

Fatigue Management

GRAAY[®] Limited take seriously its responsibility to work relate fatigue and the management of staff working hours. Our policy and procedures are aligned with those of Network Rail Company standard.

Signed as Approved this day, Friday, 06 June 2025

Signature

Position

Mr Frank Lloyd-Murray
Chief Executive Officer