

Health Surveillance Policy

Introduction

Health surveillance is the early detection of adverse health risks associated with a work activity. It allows staff at increased risk to be identified and additional precautions to be taken as necessary. It is also a means of checking the effectiveness of the existing control measures.

To ensure adequate health surveillance is implemented the A Bright Solution Ltd. will;

- carry out risk assessments to identify those activities, processes or materials that are likely to give rise to a health risk
- ensure that adequate control measures are put in place to reduce risks as far as possible
- seek advice on risk reduction from our safety advisor, specialist occupational hygienist or other relevant person as necessary
- seek the advice of relevant people on the need for health surveillance where it is thought that a residual health risk remains following the implementation of control measures
- advise employees of the health risks and the signs of ill health
- ensure employees co-operate with health surveillance procedures provided
- discuss with the relevant people any health concern brought to their attention by an employee

Format of Health Surveillance

If a reliable test can be carried out, the format of health surveillance may include the use of questionnaires to determine symptoms and may also involve clinical examination or measurements, such as lung function testing, hearing tests or biological sampling.

Frequency of Health Surveillance

The level of risk will determine the frequency of health surveillance programmes. Where the risk is thought to be low, only baseline data will be required and staff should report to the responsible manager if any problems are experienced. Baseline data will usually be gathered at the employment interview, or during interim inductions/ appraisals.

If the risk is thought to be more significant, periodic health surveillance for all exposed staff will take place. In most cases this will be annual; however in some high-risk areas a more frequent programme may be agreed. More frequent surveillance may be required where a person's medical history suggests a particular vulnerability.

If health problems are identified following health surveillance, control measures will be reviewed and where necessary enhanced.

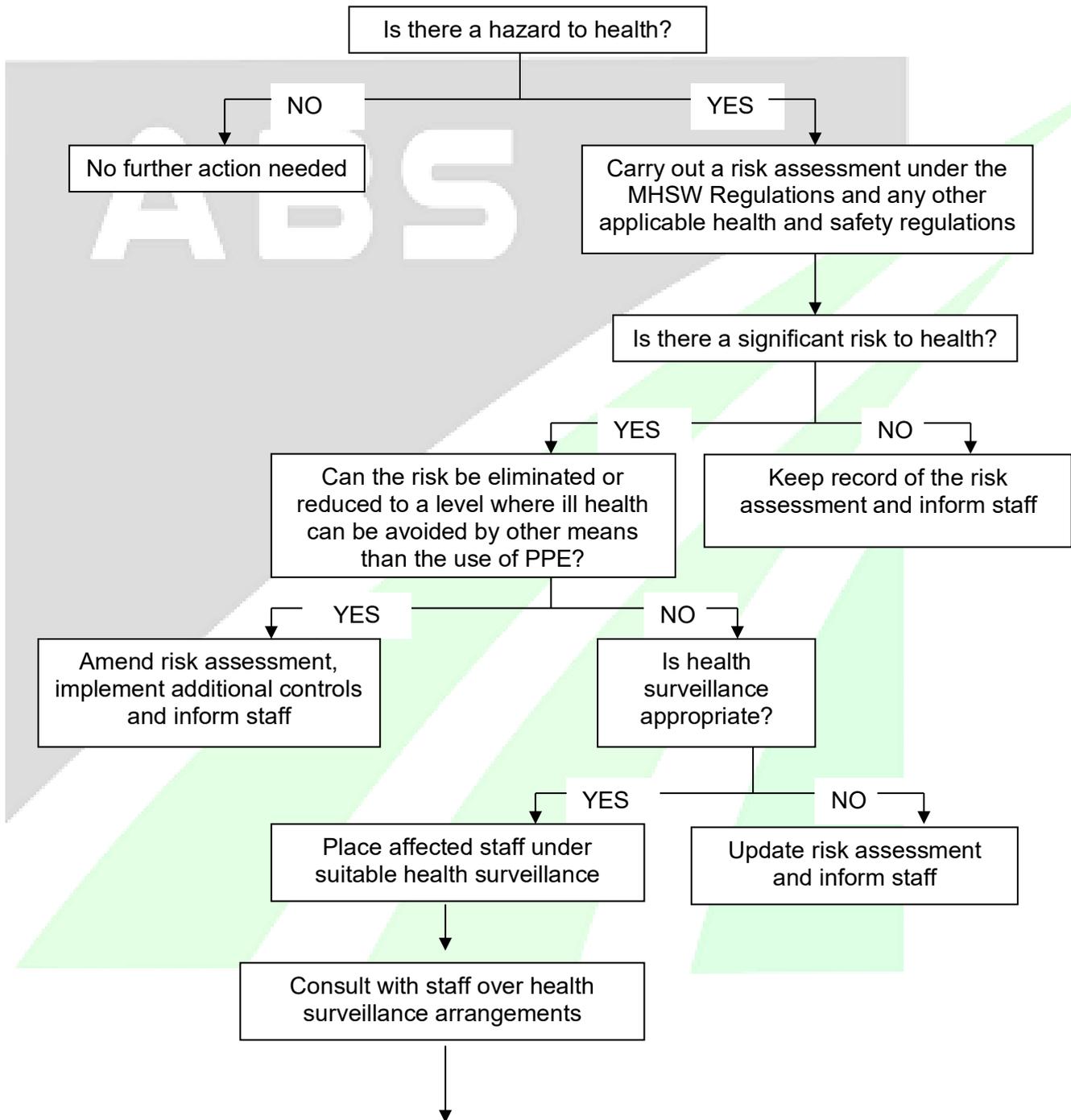
The advice from an occupational health nurse or doctor will be sought on any specific actions to take with regard to the affected employee, e.g.

- reducing the length of exposure
- restricting work activities which cause exposure
- re-deploying the affected employee
- advising on additional personal protective equipment (PPE)

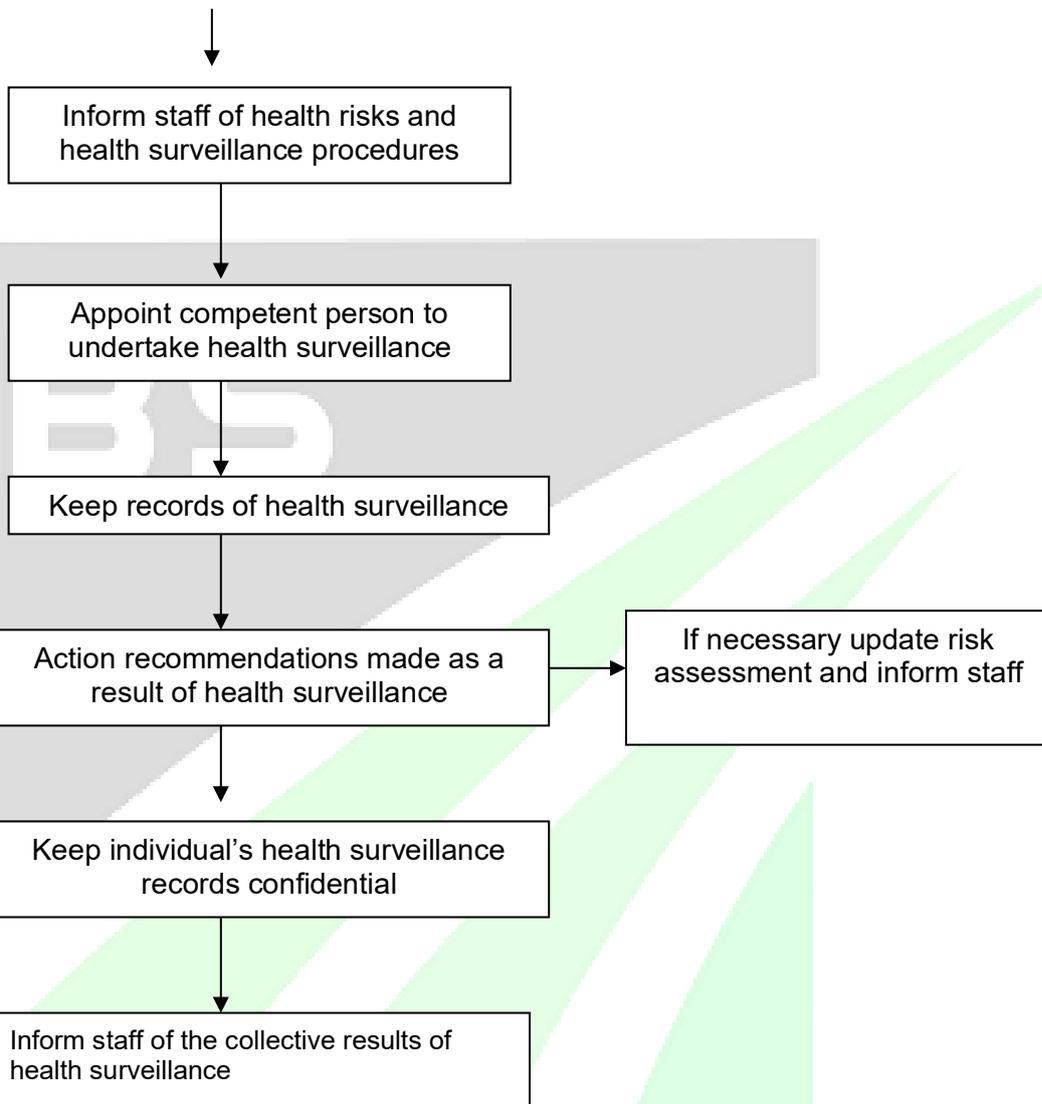
Record Keeping

The responsible person will ensure employees requiring health surveillance are identified and recalled at appropriate intervals, and health records kept for a minimum of 40 years. Employees will be allowed reasonable access to their health records and a copy offered to individuals when they leave the company.

HEALTH SURVEILLANCE PROCEDURE



HEALTH SURVEILLANCE PROCEDURE (CONTINUED)



Signed.....
Mick Barrett
Director
8th August 2025

Signed.....
Sam Pailor
Director
8th August 2025