



LEITHS OCCUPATIONAL HEALTH POLICY

The company will ensure that employees are provided with health surveillance required by statutory regulations and as appropriate to the health risks to which employees are exposed as identified by risk assessment.

Pre-employment questionnaire screening shall be undertaken for prospective employees and shall establish the applicant's fitness for the role. Leiths recognise that safety critical work needs to have full unimpaired control of physical and mental capabilities. In carrying out any assessments we will consult with employees and employee's representatives.

It is Leiths policy to use qualified occupational health providers.

Health hazards to workers can be classified under the following headings:

- Biological
- Chemical
- Musculo-skeletal
- Physical
- Psychosocial

Leiths shall provide immunisation where necessary and training to provide explanation of symptoms.

Employees have a responsibility to carry out self checks, reporting any signs or symptoms of ill health and co-operating/attending health surveillance screening.

Leiths will record and monitor employee sickness to ascertain any trends or patterns of sickness in the workplace. This acts as a proxy measure to identify and prevent future cases of work-related ill-health, as well as general employment productivity issues.

Occupational Health will be used in cases of frequent short term absence & long term absence.

Ian Leith
Chairman
Leiths (Scotland) Ltd 20/03/12

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