

Occupational Health & Wellbeing Policy

JSPC Group LTD

1. Policy Statement

JSPC Group LTD is committed to protecting and promoting the physical and mental health, safety, and wellbeing of all employees and workers supplied on our behalf.

We recognise that occupational health and wellbeing are fundamental to safe, reliable, and sustainable operations within the rail industry. In alignment with the requirements and expectations of **Network Rail** and **Iarnród Éireann**, JSPC Group LTD will take proactive steps to prevent work-related ill health, manage occupational risks, and support the wellbeing of our workforce.

Occupational health and wellbeing are integral components of our Safety Management System (SMS) and Fitness for Duty framework.

2. Scope

This policy applies to:

- All employees, directors, and agency workers of JSPC Group LTD
- All labour supplied on behalf of JSPC Group LTD
- All safety-critical and non-safety-critical roles
- All work activities undertaken on Network Rail or Irish Rail infrastructure
- All locations including rail infrastructure, depots, offices, and client sites

Compliance with this policy is mandatory.

3. Legal, Standards, and Rail Industry Alignment

This policy is aligned with the following legislation, standards, and rail industry requirements:

United Kingdom – Network Rail Alignment

- **NR/L2/OHS/001 – Safety Management System**
 - Health surveillance, fitness for work, wellbeing, monitoring
- **NR/L2/OHS/003 – Fatigue Risk Management**

- **NR/L2/OHS/019 – Safety of People at Work**
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Network Rail Supplier Code of Conduct

Ireland – Iarnród Éireann Alignment

- **Iarnród Éireann Safety Management System (SMS)**
- Railway Safety Act 2005
- Safety, Health and Welfare at Work Act 2005
- Iarnród Éireann Occupational Health and Fitness for Duty requirements

Best Practice

- ISO 45001 – Occupational Health & Safety Management Systems (principles)
- HSE / HSA guidance on occupational health and wellbeing

4. Objectives

(NR/L2/OHS/001 | IE SMS – Health & Wellbeing)

JSPC Group LTD aims to:

- Prevent work-related injury, illness, and ill health
- Identify and manage occupational health risks
- Promote physical and mental wellbeing
- Support workers to remain fit for duty
- Reduce sickness absence and long-term ill health
- Encourage early reporting and intervention

5. Occupational Health Risk Management

(NR/L2/OHS/001 – Risk Control | IE SMS)

JSPC Group LTD will manage occupational health risks by:

- Identifying hazards that may affect health (e.g. noise, vibration, manual handling, stress, fatigue)

- Assessing risks and implementing suitable controls
 - Reviewing controls where work scope or conditions change
 - Consulting workers on occupational health matters
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6. Health Surveillance

(NR/L2/OHS/001 | IE SMS – Health Monitoring)

Where required, JSPC Group LTD will implement health surveillance appropriate to the risks, which may include:

- Safety-critical medical assessments
- Periodic medicals for rail roles
- Monitoring for noise-induced hearing loss, hand-arm vibration syndrome (HAVS), or other work-related conditions

Health surveillance will be carried out by competent occupational health professionals and managed confidentially.

7. Fitness for Duty

(NR/L2/OHS/001 | NR/L2/OHS/003 | IE SMS)

All workers must be **fit for duty** before starting work.

Fitness for duty includes ensuring individuals are not impaired by:

- Fatigue
- Drugs or alcohol
- Illness or injury
- Medication that may affect alertness or judgement

This policy operates alongside JSPC Group LTD's **Drugs & Alcohol Policy, Work Hours & Fatigue Management Policy**, and **Competence Management Policy**.

Managers have the authority to remove individuals from duty where fitness is in doubt.

8. Mental Health and Wellbeing

(Network Rail Wellbeing Expectations | IE SMS)

JSPC Group LTD recognises the importance of mental health and psychological wellbeing.

We will:

- Promote awareness of mental health and stress
 - Encourage open discussion and early reporting of concerns
 - Take reasonable steps to reduce work-related stressors
 - Support individuals experiencing mental health difficulties
 - Treat mental health with the same importance as physical health
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9. Sickness Absence and Return to Work

JSPC Group LTD will:

- Manage sickness absence sensitively and fairly
 - Support early and safe return to work where appropriate
 - Consider reasonable adjustments where practicable
 - Use occupational health advice to inform return-to-work decisions
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10. Confidentiality and Data Protection

(UK GDPR | Irish Data Protection Acts)

All occupational health information will be:

- Treated as confidential
 - Processed in accordance with data protection legislation
 - Accessed only by authorised personnel
 - Stored securely and retained only as necessary
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11. Training, Awareness, and Support

JSPC Group LTD will:

- Provide occupational health and wellbeing awareness during induction
- Promote healthy behaviours and wellbeing initiatives

- Ensure managers understand their responsibilities for supporting wellbeing
 - Encourage workers to raise concerns without fear of stigma or reprisal
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12. Reporting Concerns

Workers are encouraged to report:

- Work-related health concerns
- Symptoms of occupational illness
- Stress, fatigue, or wellbeing issues affecting fitness for duty

Reports will be treated seriously, sensitively, and confidentially.

13. Roles and Responsibilities

Directors and Senior Management

- Provide leadership and resources for occupational health and wellbeing
- Monitor performance and trends
- Drive continuous improvement

Managers and Supervisors

- Identify and manage occupational health risks
- Support workers' wellbeing
- Take action where fitness for duty is in doubt

Employees and Workers

- Take reasonable care of their own health and wellbeing
 - Follow occupational health controls and guidance
 - Report concerns promptly
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14. Monitoring, Review, and Assurance

(NR/L2/OHS/001 | IE SMS)

JSPC Group LTD will:

- Monitor occupational health performance and trends

- Review incidents and ill-health data
 - Audit compliance with this policy
 - Implement corrective actions where required
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15. Review and Continuous Improvement

This policy will be:

- Reviewed at least annually
 - Updated to reflect changes in **NR/L2 standards, Irish Rail SMS**, or legislation
 - Communicated to all relevant workers
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16. Approval

This Occupational Health & Wellbeing Policy has been approved by the Directors of JSPC Group LTD and is effective immediately.

Signed:

Director

JSPC Group LTD

Date: J. Sands