

Viamed Ltd – Health & Safety Policy Statement

1. Our commitment

Viamed Ltd is committed to protecting the health, safety and welfare of our employees and to ensuring that our business activities are carried out safely. We also recognise our duty of care to customers, suppliers, contractors, visitors and any other persons who may be affected by our work.

We will manage health and safety so far as is reasonably practicable, and in line with applicable UK health and safety legislation, by:

- Providing and maintaining safe workplaces, safe access and egress, and safe systems of work.
- Providing safe equipment and ensuring appropriate maintenance and inspection.
- Ensuring safe handling, storage and transport of materials and products.
- Providing information, instruction, training and supervision appropriate to the role and tasks undertaken.
- Maintaining effective arrangements for first aid, fire safety and emergency response.
- Encouraging the reporting of hazards, accidents and near misses, and investigating incidents to prevent recurrence.

2. Scope

This statement applies to Viamed Ltd activities including:

- Work at our premises (including office and warehouse activities)
- Work carried out at customer/supplier sites (e.g., meetings, deliveries, support activities)
- Remote/hybrid working from home where this forms part of an employee's working arrangements

Registered office: 15 Station Road, Cross Hills, Keighley, BD20 7DT, United Kingdom.

3. Organisation and responsibilities

- The Managing Director / Directors hold ultimate responsibility for health and safety performance and ensuring appropriate resources are available.
- Managers and supervisors are responsible for implementing arrangements relevant to their areas, ensuring staff are trained/competent, and addressing hazards promptly.
- All employees are expected to take reasonable care for their own health and safety and for others who may be affected by their actions, and to follow company procedures and instructions.

4. How we manage risk

Viamed Ltd controls health and safety risks through the following arrangements:

4.1 Risk assessments and safe working practices

- We identify hazards and carry out risk assessments appropriate to our activities.
- Control measures are implemented and reviewed, particularly when work activities change or after incidents.

4.2 Training and competence

- We provide induction and role-appropriate health and safety training, including instruction for safe working methods and reporting requirements.

4.3 Accident, incident and near-miss reporting

- All accidents, incidents and near misses are reported and recorded promptly.
- We investigate incidents to identify root causes and implement corrective actions to prevent recurrence.

4.4 Fire safety and emergency arrangements

- We maintain appropriate fire safety controls, evacuation arrangements, and emergency procedures.
- Relevant equipment (e.g., fire-fighting and first-aid provision) is maintained and reviewed.

4.5 Display Screen Equipment (DSE) / office ergonomics and wellbeing

- We promote safe workstation setup and good working practices to reduce ergonomic and musculoskeletal risks.
- Staff are encouraged to raise wellbeing concerns early so support can be provided.

4.6 Manual handling and workplace housekeeping

- Where manual handling is required, we use appropriate handling methods and aids and provide instruction to reduce risk.
- We maintain standards of housekeeping and keep access routes clear to reduce slips, trips and falls.

4.7 Contractors, visitors and site rules

- Contractors and visitors on our premises are required to comply with applicable site safety rules and instructions.
- Where contractor works are undertaken, we expect suitable controls to be in place (e.g., competent personnel, safe working methods, and appropriate documentation where needed).

4.8 Working at customer / supplier sites and work travel

- Employees working off-site will follow relevant site safety rules and cooperate with host site requirements.
- We expect sensible planning of work travel and safe conduct during off-site activities.

4.9 Remote and homeworking (hybrid working)

Where employees work remotely (some or all of the time), Viamed Ltd:

- Provides guidance to support a safe homeworking setup, including DSE considerations.
- Requires home/remote workers to maintain a safe workspace and to report hazards or incidents promptly.
- Encourages appropriate working hours, breaks and communication arrangements to support wellbeing.

5. Monitoring and continual improvement

We monitor health and safety performance through day-to-day management, reviews of incidents and near misses, and periodic checks of arrangements. This statement is reviewed at least annually, or sooner where changes in work activities or incidents indicate the need for review.

6. Approval and review

Approved by: Managing Director / Directors, Viamed Ltd

Next review: Annual (or earlier if required)