

| #VUI | Picture                                                                           | Name                                                                                               | Active | Security | Proto | Details                                                                           | Access                                                                            | Allocated Roles                                                                   | Roles Stats                                                                       | HSE                                                                               | Training                                                                          | Required Reading                                                                  | Wage                                                                              | Breaks                                                                            | Holidays                                                                          | S                                                                                 |
|------|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|--------|----------|-------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| 56   |  | <a href="mailto:emma.clark@viamed.co.uk">Emma Clark</a><br>emma.clark@viamed.co.uk<br>Direct Email | 1      | 3        | 0     |  |  |  |  |  |  |  |  |  |  |  |

Vi 3COP02 Organisation chart  
Vi 3COP02 Organisation Complete Overvief

| Main Category    | Supervisor                 | Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Office Processes | Office Team Leader         | <a href="#">Sophie Lines</a> <a href="#">Zoey Teal</a> <a href="#">Kate f riffsiths</a> <a href="#">Emma Clark</a> <a href="#">i ichael Lamh</a> <a href="#">Sophie Lines</a> <a href="#">Sophie Lines</a> <a href="#">Zoey Teal</a> <a href="#">Zoey Teal</a>                                                                                                                                                                                            |
|                  | <a href="#">Derek Lamh</a> | <u>Responsibilities</u> <a href="#">Teal Zoey Teal</a> <a href="#">Kate f riffsiths</a> <a href="#">Kate f riffsiths</a> <a href="#">Kate f riffsiths</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a> <a href="#">i ichael Lamh</a> <a href="#">i ichael Lamh</a> <a href="#">i ichael Lamh</a> <a href="#">Emily Hanson</a> <a href="#">Catrin Hird</a> <a href="#">Aqih i a</a> <a href="#">Med Sherralee Lamh</a> |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| f oods Out       | Warehouse Team Leader      | <a href="#">Emma Clark</a> <a href="#">Catherine Spence</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a>                                                                                                                                                                                                                                                                                                                                         |
|                  | <a href="#">Derek Lamh</a> | <u>Responsibilities</u> <a href="#">Emma Clark</a> <a href="#">Catherine Spence</a> <a href="#">Catherine Spence</a> <a href="#">Catherine Spence</a>                                                                                                                                                                                                                                                                                                     |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| f oods In        | Warehouse Team Leader      | <a href="#">Robert Connor</a> <a href="#">Emma Clark</a> <a href="#">Robert Connor</a> <a href="#">Robert Connor</a>                                                                                                                                                                                                                                                                                                                                      |
|                  | <a href="#">Derek Lamh</a> | <u>Responsibilities</u> <a href="#">Robert Connor</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a>                                                                                                                                                                                                                                                                                                                    |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| QA f oods In     | QA Controller              | <a href="#">Robert Connor</a> <a href="#">Emma Clark</a> <a href="#">Linda Shearing</a> <a href="#">Robert Connor</a>                                                                                                                                                                                                                                                                                                                                     |
|                  | <a href="#">Derek Lamh</a> | <u>Responsibilities</u> <a href="#">Robert Connor</a> <a href="#">Robert Connor</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a> <a href="#">Emma Clark</a> <a href="#">Linda Shearing</a> <a href="#">Linda Shearing</a> <a href="#">Linda Shearing</a>                                                                                                                                                                                         |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                  | <a href="#">Derek Lamh</a> |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

| #          | Task Subject                                    | Time Scale    | On behalf of          | Outstanding | Next Due     | Create Issue |
|------------|-------------------------------------------------|---------------|-----------------------|-------------|--------------|--------------|
| <u>544</u> | Move Stock from QA Shelf To Stock Shelf Tuesday | Every 1 Weeks | Warehouse Team Leader | 1           | 2Q / ul 2026 |              |
| <u>495</u> | Top Up Quick Shipping Shelves                   | Every 1 Weeks | Warehouse Team Leader |             | 27 / ul 2026 |              |
| <u>503</u> | Clean Toilets                                   | Every 3 Weeks | Warehouse Team Leader | 1           | 11 Aug 2026  |              |

| #   | Task Subject | Time Scale      | On Behalf of | Outstanding | Next Due    | Create Issue |
|-----|--------------|-----------------|--------------|-------------|-------------|--------------|
| 75Q | Ship Repairs | Every 11 months | Food Out     |             | 01 Aug 2026 |              |