



Occupational Health Policy

TR-UK-BMS-POL-003

Date 06/07/2026

Document Control Sheet and Version History

Version	Date	Owner	Comments
1.0	03/10/2024	Patricia Rogers	Reformatted and renumbered for new doc library.
2.0	13/06/2025	Patricia Rogers / Rebecca mercer	Updated to standard document format.
3.0	05/05/2026	Patricia Rogers	Reviewed as per review cycle – addition of sections 3 and 4.
4.0	06/04/2026	Patricia Rogers	Changed template due to re-brand, reference to D2 Global updated to new business name. Document references with prefix D2 - changed to prefix TR.

Version	Prepared by	Approved by
4.0	Name: Patricia Rogers Role: HR Manager Date: 06/07/2026	Name: Simon Blair Role: CEO Date: 06/07/2026

Contents

1. Policy Statement3

2. Stress Management & Mental Health4

3. Employee Responsibilities5

4. Occupational Health Data5

5. Review of Policy & Procedures.....5

1. Policy Statement

This policy demonstrates the commitment TSA Riley Ltd (the company) has made to provide a safe and healthy environment for work and study in accordance with the Occupational Health and Safety Act (2004).

TSA Riley Infrastructure Ltd is committed to providing staff, employees, contractors, and visitors with a healthy and safe environment. As a company we strive to fully integrate health and safety into all aspects of its activities through a process of continuous improvement. Our principal goal is to improve health and safety and to prevent workplace injuries. We recognise our responsibility to provide employees and all concerned with appropriate health and safety knowledge for application during their employment.

This will be achieved by:

- Implementing and maintaining a systematic management of health and safety throughout all aspects of TSA Riley Ltd, controlled entities and compliance with legal and other requirements.
- Setting measurable objectives and targets aimed at controlling higher risk activities and increasing awareness of health and safety.
- Ensuring that employees have access to occupational health advisors should circumstances and health change.

2. Stress Management & Mental Health

Work-related stress is a major cause of occupational ill health leading to sickness absence, high staff turnover and poor performance. As part of this policy, we are committed in our support and our focus on recognising and acknowledging the signs of stress. We take a proactive and preventative approach, raising awareness of the signs of stress and highlighting the importance of reducing unnecessary levels of work related pressures which can result in stress

Definition of stress

The Health and Safety Executive define stress as “the adverse reaction people have to excessive pressure or other types of demand placed on them”. This makes an important distinction between pressure, which can be a positive state if managed correctly, and stress which can be detrimental to health.

To help eliminate stress TSA Riley Ltd will implement the following controls:

- Stress awareness training will be provided for all managers and supervisory staff.
- The company will provide confidential counselling for staff affected by stress or mental health issues caused by either work or external factors.
- The company will provide adequate resources in the form of trained mental health first aiders and an employee assistance program.
- Employees in safety critical roles will have fatigue monitoring in place
- Workloads will be monitored to ensure that people are not over-loaded.
- All Managers will ensure that bullying and harassment is not tolerated within the workplace.
- Managers will be vigilant and offer additional support to a member of staff who is experiencing stress outside work e.g. bereavement or separation
- Support will be given to individuals who have been off sick with stress to help with a planned re-turn to work.

Where Occupational Health advises that an employee has a disability or health condition, the company will consider reasonable adjustments, which may include:

- Adjusted duties or hours
- Modified equipment or workspace
- Temporary or permanent changes to working arrangements

Each case will be assessed individually.

3. Employee Responsibilities

Employees are expected to:

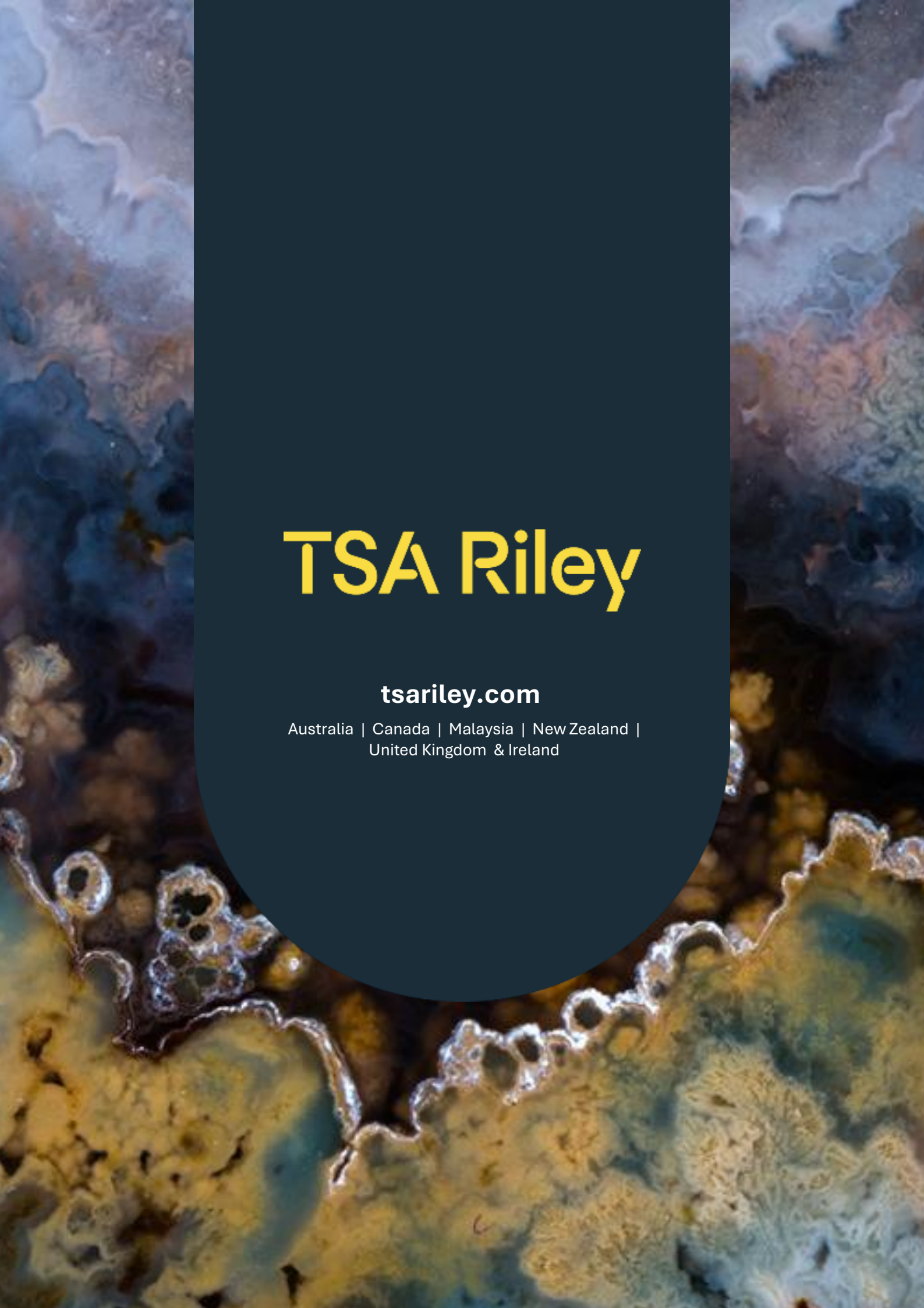
- Engage with Occupational Health referrals
- Provide accurate information
- Cooperate with reasonable management actions aimed at supporting their health and wellbeing

4. Occupational Health Data

Occupational Health data may be collected where necessary to assess an employee's fitness for work, support wellbeing, manage sickness absence, or consider reasonable adjustments. This information may be obtained directly from the employee and/or from the Occupational Health provider following an assessment. Occupational Health information is classed as special category personal data under the UK General Data Protection Regulation (UK GDPR) will be used solely for legitimate employment purposes. ² Reports and related documents are stored securely, access is restricted to authorised personnel only and stored with appropriate security measures in place.

5. Review of Policy & Procedures

This policy along with corresponding procedures will be reviewed regular intervals for its effectiveness and compliance will be monitored through regular audits of the company's activities.

The background of the image is an abstract, textured pattern with organic, cell-like shapes in shades of blue, purple, and brown. A large, dark blue circular shape is centered on the page, serving as a container for the text.

TSA Riley

tsariley.com

Australia | Canada | Malaysia | New Zealand |
United Kingdom & Ireland