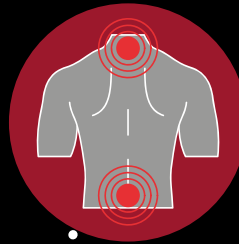


# Why does Health Matter?



## Eat Well

As a nation we're living longer but spending more years in ill health – it's important to make some changes; quit smoking, drink less alcohol, eat well and exercising more.



## Keep Healthy

Did you know that in 2017 the biggest causes of ill health in England was low back and neck pain, followed by skin diseases, with depression in third place? Poor musculoskeletal health (like back and neck pain) accounts for the majority of workplace absence in the UK.



## Be Weather Wise

Extreme weather affects our health. It has been reported that Britain will be in the grip of a flu epidemic through 2018.



## Keep it Fresh

Did you know that dry air helps the flu virus live longer? Consider using a humidifier in your home to keep humidity at 30-50 per cent.



## Stay Hydrated

If you get flu, rest and keep yourself hydrated, visit the GP or call 111 for advice if your cough worsens, breathing is difficult, you experience dizziness or confusion and/or if you develop pains in the chest or abdomen.



## Keep Bugs at Bay

To keep the bugs at bay, wash your hands often. When soap and water is unavailable use hand sanitizer with at least 60% alcohol.

Performance and effectiveness at work is largely dependent on the Physical & Mental Health and Wellbeing of the workforce. Our organisation recognises that Health and Wellbeing, particularly Mental Health, is just as important as Safety. Employees with poor Health and Wellbeing represents - a significant risk factor that must be managed in our business hence a heightened and continued focus on this topic.

***Having a healthy, happy workforce contributes to a safe one with low accident, incident and absence rates.***

### **What is Wellbeing?**

Wellbeing covers several aspects of the way we all feel about our lives, including our jobs and our relationships with the people around us. It goes beyond just 'wellness' and includes factors such as the working environment and how we get on with our managers/supervisors and colleagues.

### **What is Telecom Division doing to improve employee Health & Wellbeing?**

Our business is committed to provide all employees with Health & Wellbeing related information, advice and guidance that promotes the maintenance of a healthy lifestyle which has benefits both at work and at home.

### **What could you do to improve your Health & Wellbeing?**

- ✓ Have a read of the regular campaign materials
- ✓ Get involved in local events
- ✓ Utilise the support services and company incentives that are available to you
- Add 14 years to your life by adopting some very easy principles; don't smoke, take regular exercise, drink sensibly and increase your intake of fruit and vegetables a day. These simple steps can have a huge impact on your life expectancy. One of the largest studies into diet and cancer found that eating just one extra portion of fruit and vegetables a day could cut your risk of dying early from any cause by 20 per cent. However, if you only manage one thing, give up smoking as this has the biggest impact on your health.
- Reduce your salt intake as high levels of salt can push up your blood pressure, raising your risk of cardiovascular conditions.
- Don't worry, be happy! Become a glass-half-full person as studies have found that those of us with a positive attitude suffer less from conditions such as heart disease. Find something to laugh about every day to give your feel-good hormones a boost.



Every year in the UK more than 100,000 new cases of non-melanoma skin cancer are diagnosed. It affects more men than women. Check your moles regularly and be aware of any change in colour or shape, or if they start bleeding. See your GP if a mole looks unusual or becomes itchy. It can then be checked and removed if necessary.



### A Focus on Men's Health

Men are still paying the price for neglecting their health: more than 100,000 men die each year prematurely. On average, men go to their GP half as often as women.

More than 30,000 men are diagnosed with Prostate Cancer every year.

Research suggests that being overweight or obese can increase your risk of diagnosis. If you have relatives with prostate cancer or breast cancer and are worried about your risk, speak to your GP.

Testicular cancer is the most common cancer in men aged 20 to 35. If you notice a lump or abnormality in your testicles, contact your GP. Most testicular lumps are not cancer, but it is essential to have any abnormalities checked.

### A Focus on Women's Health

There are over 3 million women living with cardiovascular disease in the UK, the same figure as men, however, women often fail to recognise the signs and symptoms; Neck, jaw, shoulder, upper back or abdominal discomfort, shortness of breath, sweating, unusual fatigue, nausea, chest pain and pain in one or both arms. Coronary heart disease kills more than twice as many women as breast cancer.



### A Focus on Mental Health

Mental health is fundamental to our emotional, psychological and social well-being. It can affect how we feel, think and act in all areas of our life. We need to take better care of ourselves and recognise how the demands of work and home can affect our Physical and Mental Health and impact our ability to perform well at work.

Have an awareness of some of the symptoms associated with Mental Ill Health:

- Difficulty in decision-making
- Uncommunicative or irregular behaviour
- Time management issues (over 60% of individuals experiencing Mental Ill Health found it difficult to work on multiple tasks and took longer to complete tasks)

Our bodies and minds are connected, by taking care of your body, you also take care of your mind. Simple steps for good Mental Health:

- ✓ Take care of your body and exercise: Exercise lifts the mood, lowers anxiety and stress
- ✓ Practice healthy thinking: We all have good days and bad days, build your resilience and coping mechanisms; try to stay positive, connect with others and talk
- ✓ Slow down: Take time out to relax and get enough sleep
- ✓ Have fun: Doing the things we enjoy (apart from smoking and drinking) is good for our health

**If you are worried about your health please contact your HR representative for information, advice and guidance, or ask your line manager for the helpline number.**



# WHAT CATEGORY ARE YOU?

Pre-defining categories for the different roles within the Telecom Division will help us identify the level of Health Surveillance and/or Health Screening that is required to prevent work related ill health.

**As an employee you will fit into one of four categories dependent on the health hazards and risks associated with your job role.**

## CATEGORY 1 WORKERS

- Primarily works in an office; little or no exposure to health risks.
- May visit project sites on an ad-hoc basis (provided with appropriate PPE to reduce risk to health).

If you are in this category you are not subject to Health Surveillance and may not be required to undergo any Health Screening in addition to what is currently documented in your contract of employment.

## CATEGORY 2 WORKERS

- Typically manages, supervises or check work at site/project level in an environment similar to CATEGORY 3 workers, but with less frequent exposure.

If you are in this category you may be required to undertake periodic Health Screening as determined by risk assessment to identify any changes to health

## CATEGORY 3 WORKERS

- Individuals who undertake operational activities in the field.

If you are in this category it is likely that you will be required to undertake Health Surveillance assessments as determined by risk assessment to identify any changes to health.

## CATEGORY 4 WORKERS

- Individuals who undertake safety critical activities in the field.

If you are in this category you will be required to have regular Health Surveillance and Fitness for Work assessments to ensure that you do not develop work-related medical conditions that inhibit safe work operations and may put individuals at risk or harm.

## WHAT IF YOU ARE IN MORE THAN ONE CATEGORY?

You may be pre-defined as a Category 3 or 4 worker and also identify with a Category 2 worker owing to the nature of your role. If this is the case, the requirements of the higher category would apply, however, do discuss and confirm this with your line manager.

**If you believe you have not been included in a Health Screening or Health Surveillance programme or have any questions, please discuss this with your Line Manager or email People Services [PS@mgroupservices.com](mailto:PS@mgroupservices.com) with your query.**



### CATEGORY 1

Non operational/Office based.

#### Typical Roles:

- Departmental Managers
- Administrators/Coordinators
- Quantity Surveyors

- Health Surveillance is not required. Health Screening may apply; judged on a case-by-case basis.

### CATEGORY 2

On site not carrying out field based activities.

#### Typical Roles:

- Project Manager
- Supervisors
- Surveyor

- Any requirement for Health Screening or Health Surveillance will be determined by risk assessment.



### CATEGORY 3

On site undertaking field base activities.

#### Typical Roles:

- Site person in charge
- Engineers
- Operative

- A baseline Health Surveillance assessment and Fitness for Work medicals may be required
- Regular Health Surveillance assessments are likely to be required
- 3 yearly face-to-face consultations are likely to be required

### CATEGORY 4

Safety critical worker.

#### Typical Roles:

- HGV driver
- Confined space worker
- Overhead lines person
- Rigger

- A baseline Health Surveillance assessment and Fitness for Work medicals may be required
- Regular Health Surveillance assessments are likely to be required
- 3 yearly face-to-face consultations are likely to be required