

SPENCER OGDEN	HEALTH, SAFETY AND ENVIRONMENT MANAGEMENT SYSTEM		Doc No:	SO-HSE-GDN-002-A
			Issue Date:	22 <sup>nd</sup> July 2019
			Revision Date	
GUIDANCE NOTE – GET IT RIGHT – STAY HEALTHY			Revision Number	A
PREPARATION: Geoff Stacey	AUTHORITY: Greg Morris	ISSUING DEPARTMENT: Health Safety & Environment (HSE)	Next Review Date	

## INTRODUCTION

Spencer Ogden regards the health, safety and security of its workers as an integral part of its business. Our aspirations are no accidents and no harm to people. We believe all incidents can be prevented and that safety must never be compromised. We provide safe workplaces for all, and everyone is expected to take responsibility for health and safety. Two overriding principles provide the foundation of our approach to HSE, they are:

- 1. NOTHING WE DO IS SO IMPORTANT THAT WE CANNOT TAKE THE TIME TO DO IT SAFELY**
- 2. EVERYONE HAS THE RIGHT TO SAFELY HALT WORK AT ANY TIME IF THEY FEEL HEALTH AND SAFETY IS BEING COMPROMISED.**

This guidance note has been developed in line with the above, taking on board learnings from health related incidents over recent years to Spencer Ogden personnel who have been working on worksites. The majority of these incidents are non-work related although lessons can be learnt from these health incidents.

## WHY IS STAYING HEALTHY IMPORTANT?

The importance of staying healthy in the workplace is essential. Health issues can have serious implications for the employee and employer and can contribute to and create health and safety issues in the workplace, particularly in some of the hazardous operating environments that Spencer Ogden supplies workers in to.

## WHAT DO I HAVE TO DO?

It is important to ensure that we all stay healthy and encourage our colleagues and families to do the same. Your commitment to staying healthy in the workplace is essential and is a precondition of Spencer Ogden offering employment. Your failure to follow the important advice set out below will in, the event of any related health issue occurring at a work site, very likely mean you will as a result be fully at fault or contributory negligent in causing that issue. Eight healthy behaviours can go a long way towards improving your health and lowering your risk of many cancers as well as heart disease, stroke, diabetes, and osteoporosis. And they're not as complicated as you might think. So take control of your health, and encourage your family to do the same. Choose one or two of the behaviours below to start with. Once you've got those under control, move on to the others. No health issue should be ignored, if you don't feel right, go and check it out with your local medic.

### 1. MAINTAIN A HEALTHY WEIGHT

Keeping your weight in check is often easier said than done, but a few simple tips can help. First off, if you're overweight, focus initially on not gaining any more weight. This by itself can improve your health. Then, when you're ready, try to take off some extra pounds for an even greater health boost.

Tips:

- *Integrate physical activity and movement into your life.*
- *Eat a diet rich in fruits, vegetables and whole grains.*
- *Choose smaller portions and eat more slowly.*

### 2. EXERCISE REGULARLY

Few things are as good for you as regular physical activity. While it can be hard to find the time, it's important to fit in at least 30 minutes of activity every day. More is even better, but any amount is better than none.

Tips

- *Choose activities you enjoy. Many things count as exercise, including walking, gardening and dancing.*
- *Make exercise a habit by setting aside the same time for it each day. Try going to the gym at lunchtime or taking a walk regularly after dinner.*
- *Stay motivated by exercising with someone.*

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### 3. DON'T SMOKE

You've heard it before: If you smoke, quitting is absolutely the best thing you can do for your health. Yes, it's hard, but it's also far from impossible. More than 1,000 Americans stop for good every day.

Tips

- *Keep trying! It often takes six or seven attempts before you quit for good.*
- *Talk to a health-care provider for help.*
- *Join a quit-smoking program. Your workplace or health plan may offer one.*

### 4. EAT A HEALTHY DIET

Despite confusing news reports, the basics of healthy eating are actually quite straightforward. You should focus on fruits, vegetables and whole grains and keep red meat to a minimum. It's also important to cut back on bad fats (saturated and trans fats) and choose healthy fats (polyunsaturated and monounsaturated fats) more often. Taking a multivitamin with folate / folic acid (a type of vitamin B) every day is a great nutrition insurance policy.

Tips

- *Make fruits and vegetables a part of every meal. Put fruit on your cereal. Eat vegetables as a snack.*
- *Choose chicken, fish or beans instead of red meat.*
- *Choose whole-grain cereal, brown rice and whole-wheat bread over their more refined counterparts.*
- *Choose dishes made with olive or canola oil, which are high in healthy fats.*
- *Cut back on fast food and store-bought snacks (like cookies), which are high in bad fats.*
- *Buy a 100 percent RDA multivitamin that contains folate.*

### 5. DRINK ALCOHOL ONLY IN MODERATION, IF AT ALL

Moderate drinking is good for the heart, as many people already know, but it can also increase the risk of cancer. If you don't drink, don't feel that you need to start. If you already drink moderately (less than one drink a day for women, less than two drinks a day for men), there's probably no reason to stop. People who drink more, though, should cut back.

Tips

- *Choose non-alcoholic beverages at meals and parties.*
- *Avoid occasions that centre around alcohol.*
- *Talk to a health-care professional if you feel you have a problem with alcohol.*

### 6. PROTECT YOURSELF FROM THE SUN

While the warm sun is certainly inviting, too much exposure to it can lead to skin cancer, including serious melanoma. Skin damage starts early in childhood, so it's especially important to protect children.

Tips

- *Steer clear of direct sunlight between 10 a.m. and 4 p.m. (peak burning hours). It's the best way to protect yourself.*
- *Wear hats, long-sleeve shirts and sunscreens with SPF15 or higher.*
- *Don't use sun lamps or tanning booths. Try self-tanning creams instead.*

### 7. GET SCREENING TESTS

There are a number of important screening tests that can help protect against cancer. Some of these tests find cancer early when they are most treatable, while others can actually help keep cancer from developing in the first place. For colorectal cancer alone, regular screening could save over 30,000 lives each year. That's three times the number of people killed by drunk drivers in the United States in all of 2011. Talk to a health care professional about which tests you should have and when. Cancers that

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should be tested for regularly: Colon and rectal cancer, Breast cancer, Cervical cancer and Lung cancer (in current or past heavy smokers).

#### **DO YOU WANT TO FIND OUT MORE?**

If you are interested in understanding more about this subject or any HSE issue, please link to the HSE website (<http://www.hse.gov.uk/msd/>) for more information