

Utfärdad av: Jakob Nachtweij	Giltig fr.o.m. 2023-08-22	Dokument ID: MF-QD-2021-011
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Work Environment Policy

General

Health and safety work are to cover systematic analysis, surveys and risk assessments as well as measures and follow-up. Our work must as far as possible be handled consistently throughout the company with rules and strong communication. This work is to be run preventively with employees in all areas with focus on risks and safe behaviors. Attention must be paid to health and safety in the event of changes.

Medfour is to make demands on suppliers, requiring them to comply with the local work environment rules. Medfour follows its quality management system to continuously improve management systems for health and safety.

Safety

Medfour strive for a safe workplace. Safety equipment shall always be in place. Accidents, incidents, and risk observations must be reported, analyzed and result in remedial action. Medfour's objective is that no accidents in the workplace shall occur.

Medfour's employees shall not be under the influence of alcohol or drugs at the workplace. This implies also that employees shall be free from side-effects of alcohol- or drug influence on time intended for work. Drugs refer to substances classified as narcotics, including illegal drugs and pharmaceuticals for other than medical use.

Health

The psychological and social work environment is as important as the physical work environment. Medfour is to emphasize good leadership and attentiveness in handling these issues. The work environment must be adapted to the varying circumstances of employees as far as reasonably practicable. The importance of participation and influence for employees regarding their work must be emphasized, including clear information on duties, relevant expectations, responsibilities and scope for action.

Procedures for surveying risk of ill-health, bullying and harassment must be in place for all operations. Discrimination, offensive treatment, harassment, abuse, and threats are not accepted in Medfour.

Employees must be able to feel comfortable, safe, and respected in their workplace.

Medfour is to work preventively to reduce the need for sick leave and rehabilitation. Employees that are, however, injured in an accident or fall ill are to be given work-related rehabilitation with the aim of

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returning to work as soon as possible. When handling information regarding work adaptation and rehabilitation, rules on confidentiality according to work environmental legislation must be followed, which means that information about an individual's personal circumstances is to be treated as confidential information.

Responsibility

Medfour's employees shall contribute to their own and their colleagues' healthy and safe work environment by acting safely and following the instructions and procedures in place, and for reporting risks and incidents that occur. Each employee is expected, if applicable, to participate in suggested rehabilitation.

CEO bears overarching responsibility for work environment issues and this is to be delegated, in one or more steps. Delegation and further delegation is to be set out in writing.

Compliance

It is the responsibility of each employee to be aware of and comply with this policy and associated documents.

Applicable laws, regulations and other relevant national and international rules shall always be complied with and given precedence if they are stricter than or conflict with the content of Medfour's internal documents.

Any suspicion of a breach of compliance regarding these matters should be reported to a trusted colleague or CEO at Medfour.