

GLOBAL

PERSONNEL CERTIFICATION SCHEME

**MEDICAL CONTROL PROGRAM OS THE
OCCUPATIONAL HEALTH**

RESTAURANT - FARM HOTEL AND SPA

Revision 00



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1. Introduction

The Farm Hotel and Spa GLOBAL restaurant operates in order to minimize the environmental impact of its activities and guarantee customers and employees comfortable and safe spaces, promoting actions that increase Food Safety, Health and Occupational Safety.

Occupational Health has the fundamental objective of preserving workers' physical and mental well-being and integrity. To this end, doctors, engineers and safety technicians, nurses, psychologists and dentists must work, all contributing to the maintenance of good worker health.

The purpose of this Program is to meet the legal requirements issued by the Secretary of Labor, making it clear how all requirements are met regarding the preservation and maintenance of workers' health and safety. The focus is on medical controls that prove that health and safety has been preserved in the workplace.

The Occupational Health Medical Control Program is a medical assistance program designed by an occupational physician and implemented at the Restaurant for the benefit of workers, preventing damage to health caused by working conditions or harmful agents in the work environment.

The fundamental basis of this document is to schedule, for a period of 12 months, actions in the workplace regarding the principles of Preventive Medicine for all its workers. Therefore, from the point of view of occupational health, the activities carried out by the workers are analyzed, as well as the environmental risks, to then establish a schedule of medical acts that will culminate in the annual report, which will summarize the exercise activities and provide elements for the following year.

The Restaurant consists of the following facilities:

- Reception and bar area
- Dining room
- Kitchen
- Cold room and stock of products
- Wine House
- Baths
- Waste area

In addition to the areas under direct control of the Restaurant, several areas and activities of the Hotel Fazenda e Spa maintain inputs or activities that concern the Restaurant, such as:

- Infrastructure areas with gas storage, cooling tower, water heating boiler, etc.
- Areas of Environmental Management responsible for waste, water supply, composting, etc.

- Areas of Physical Security related to Ordinance, Parking and Fire Fighting and Emergencies.
- Administration areas: IT, HR, etc.

The general operating conditions of the restaurant, including a discussion of the hazards and risks to occupational health and safety, as well as the identification of specific hazards and the classification of occupational risks was made in the document Restaurant Management. This Occupational Health Medical Control Program describes the medical control and monitoring of potential damage to the health of employees, in order to prove that the work environment is healthy.

2. Directives, Objectives and Targets

The following **Directives** are applicable to the Program:

- 1) This Program is an integral part of the broader set of company initiatives in the field of workers' health and has a character of prevention, screening and early diagnosis of work-related health problems;
- 2) The data obtained in the evaluation of the workers' health will be recorded in an individual clinical record under the responsibility of the coordinating physician of the Program or the physician in charge of the examination;
- 3) The health actions carried out during the year will be the subject of an annual report that will describe, by sectors of the company, the number and nature of medical examinations, including clinical evaluations and complementary examinations, statistics of results considered abnormal, as well as the planning for the next year;
- 4) An annual report will be issued, which will be presented and discussed in the Internal Commission for Accident Prevention, when existing in the company, and will be filed at the disposal for evaluations by the inspectors and by the Workers Union.

The **Objectives** of the Program are the following:

- 1) To ensure the protection of workers against all risks that harm their health and that may result from their work or the conditions in which it takes place;
- 2) Contribute to the physical and mental adaptation of workers, in particular by the suitability of work to workers and their condition in workplaces corresponding to their skills;
- 3) Contribute to the development and maintenance of the highest possible level of physical and mental well-being of workers;

- 4) Comply with the legislation regarding health and safety at work.

The **Targets** related to the Program are the following:

- 1) Establishment of guidelines for occupational clinical examination routines and complementary examination protocols appropriate to the data obtained from workplace assessments, by job position, with a view to diagnosing workers exposed to possible existing environmental risks;
- 2) Identify possible health problems for workers resulting from environmental risk factors and human factors that aggravate them, including those resulting from work organization;
- 3) Establish objective parameters for medical assessments with clinical and complementary profiles for exposure controls to possible risks, especially chemical, physical, biological and ergonomic ones;
- 4) Establish the frequency of occupational clinical examinations, as well as the complementary examinations to be carried out in each workstation;
- 5) Offer subsidies and guidance to the sectors responsible for educational and preventive activities, for more effective participation in preventing the integrity and health of workers.

3. Characteristics of Labor in the Restaurant

Understanding the characteristics of the functions, responsibilities and places where the workers work is essential to understand the activities developed by each worker in a precise way, allowing the Program to be consistent with the health and safety risks, allowing alternative proposals to improve the working and productivity conditions.

Currently, 13 people work in the Restaurant, including the kitchen. Support areas are not included, as indicated above. The following table indicates the distribution in the sectors of the Restaurant, explaining the functions that carry out the activities in that sector.

TABELA 1 – DISTRIBUIÇÃO FUNCIONAL NO(S) SETOR(ES)

SECTOR	FUNCTIONS THAT WORK IN THE SECTOR
RECEPTION	Recepcionist
	Nutricionist
	Maitre

EATING SALOON	Waiter Waiter assistant Cleaning assistant
KITCHEN	Chef Cooker Cooker assistant Cleaning assistant
COLD CHAMBER	Cooker assistant Cleaning assistant
STOCK OF PRODUCTS	Cooker assistant Cleaning assistant
WINE HOUSE	Maitre Cleaning assistant
REST ROOMS	Cleaning assistant
AREA OF RESIDUES	Cooker assistant Cleaning assistant
GREASE RETENTION BOX	Cooker assistant Cleaning assistant

4. Medical Control Program

The existing risks in the sectors where the work is performed are evaluated and classified in the survey of hazards and risks, described in the Restaurant Management document.

The Medical Control Program is a preventive approach, developed by conducting examinations in accordance with what determines good medical practice and legislation.

The Occupational Health Declaration is the administrative document, completed by the doctor, which summarizes the performance of medical examinations (clinical and complementary) and must be signed by the worker at the end of the clinical examination, keeping a copy proving his condition. regarding occupational risks, a copy being kept for legal purposes.

The following table indicates the medical control for the functions exposed in each sector, considering the existing risks.

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
RECEPTION	Recepcionist	Physical	Noise	Clínico
	Nutricionist	Ergonomic	Level of Responsibility	Audiometria

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
EATING SALOON	Maitre	Physical	Noise	Clinical
	Waiter	Ergonomic	Level of Responsibility	Audiometry
	Waiter Assistant			Blood count
	Cleaning Assistant			Stool
	Coproculture			
				GT range
				Urine
				Chest X-Ray (on admission)

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
REST ROOMS	Cleaning Assistant	Physical	Noise	Clinic
		Biologic	Contamination	Audiometry
				Coproculture
				Stools
				Urine

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
KITCHEN	Chef	Physical	Noise	Clinic Audiometry Blood count
	Cooker	Ergonomic	Level of Responsibility	Stools Coproculture
	Cooker Assistant			GT range Urine
	Cleaning Assistant			Chest X-Ray (on admission) Hepatitis A Sorology

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
COLD CHAMBER WINE HOUSE	Maitre	Physical	Continuous and intermittent noise	Clinic Audiometry
	Kitchen Assistant	Ergonomic	Cold	Blood count Stools
	Cleaning Assistant		Handling of heavy products	Coproculture
			Level of Responsibility	GT range Urine Chest X-Ray (on admission)

SECTOR	FUNCTION	RISK AGENT	RISK	EXAM
STOCK OF PRODUCTOS AREA OF RESIDUES	Cooker Assistant	Physical Biologic	Noise Contamination	Clinic Audiometry Coproculture
	Cleaning Assistant	Ergonomic	Handling of Heavy Products	Stools

5. Exames Admissional, Periódico e Demissional

The Admission Exam must be carried out before the candidate's admission. It is recommended, even if not required by law, psychological assessment and it is at the discretion of the coordinating doctor to order other tests that he deems necessary. The Dismissal Examination must be carried out before the end of the employment contract. Any worker who, due to an accident, due to illness of any nature, whether or not related to work, remains for thirty days or more away from his work activity must, on return, undergo a medical examination to assess his work capacity.

The criteria for carrying out the different examinations throughout the employees' professional lives are described below.

Admission	Periodic	Return to work	Change of function	Dismissal
All workers before starting work	Biannual, for all workers between 18 and 45 years old. Annual, for those over 45 and under 18 years old. Half-yearly, for those exposed to Ionizing Radiation	All workers with more than 30 days leave for reasons other than vacation.	When the new role implies different risks (not applicable)	15 days before termination (termination of contract).

6. Special Programs and Immunizations

Good monitoring of workers' health is a fundamental factor for the company's productivity. Special and immunization programs meet these objectives.

As special programs, monitoring of hypertension, diabetes and smoking is implemented throughout the workforce.

Immunization programs are mandatory activity, with special emphasis on tetanus vaccination, due to the universality of its causative agent and the frequency with which workers present cutaneous integrity interruptions. In addition, vaccinations against Hepatitis A, against influenza and against diphtheria, tetanus and whooping cough are promoted.