



Policies and regulations

PO-010

Workplace Health and Wellness Policy

January 2021

Preamble and application

This policy is in line with the orientations favoured by the organization. It aims to create a healthy work environment where employees can develop both personally and professionally. SIRIUSMEDx believes that human resources are the company's most important asset and that it is thanks to the women and men who work for the company that it can reach out across Canada and internationally.

SIRIUSMEDx is committed to continuously improving and maintaining health and wellness in the workplace. This policy reflects the company's determination to pursue this commitment by implementing practices that are conducive to health in the workplace, particularly by focusing on prevention/promotion and by providing a framework.

This policy applies to all SIRIUSMEDx employees, contractors and collaborators.

Policy Objectives

- ✓ Improve health and wellness in the workplace;
- ✓ To provide the company's employees and contractors with a framework for occupational health and wellness, including SIRIUSMEDx's commitments to all employees;
- ✓ Promote health and wellness;
- ✓ Implement actions that facilitate the health and wellness of employees and contractors in the workplace;
- ✓ Establish responsibilities for health and wellness within the organization;
- ✓ Integrate into organizational practices actions that promote the health and well-being of individuals.

Definitions

In applying this policy, the following terms are defined as follows:

Wellness	A concept that generally refers to the social and psychological aspects of people's health.
Health	A state of physical, mental and social well-being, not merely the absence of disease or infirmity. In a broader sense, the term "health" includes the concept of wellness.
Health Promotion	A process that empowers individuals/groups to take greater control over and improve their own health.
Organizational practices	A set of management and work organization practices (e.g., communication methods, employee participation, performance management, recognition, etc.).
Health and Wellness Program	A set of activities and projects aimed at prevention, promotion and organizational practices conducive to health and wellness in the workplace.

Company commitments

In implementing its mission and management practices, SIRIUSMEDx complies with the laws and regulations governing health, safety and wellness in the workplace. The company ensures that the necessary measures are in place and maintained to ensure the health, safety and wellness of all employees, contractors and collaborators.

Through this policy, SIRIUSMEDx is committed to continuing its actions in the area of prevention and health promotion. The company is committed to taking action in the following four areas of activity or intervention:

- **Lifestyle:** a set of practices and behaviors that are enduring in nature for an individual or group and are based on a combination of elements incorporating cultural heritage, social relationships, geographic and socioeconomic circumstances, and personality;
- **Work-Life Balance:** The ability of an individual to balance the demands of their work life with their family responsibilities and personal commitments;
- **Work environment:** all the human and physical factors in which the work is performed;
- **Management practices:** a set of organizational tools and guidelines for the sound management of a company.

SIRIUSMEDx is making these commitments a reality by implementing a variety of actions and evaluating their impact, as well as by adjusting the Health and Wellness Program to take into account the expectations of employees, subcontractors and collaborators.

Workplace Health and Wellness Committee

In compliance with the laws, regulations and policies of the company, the Occupational Health and Wellness Committee has the mandate to :

- ❖ Promote health and wellness in the workplace through awareness and information;

- ❖ Implement actions in the area of health and well-being in the workplace;
- ❖ Draw up an annual report on the actions undertaken by the committee;
- ❖ Make recommendations to company management for continuous improvement in workplace health and wellness.

More concretely, the committee has the following responsibilities:

- ✓ Review information relevant to the health and wellness of employees, contractors, and collaborators, including de-identified results of employee data collection;
- ✓ Develops the health and wellness program implementation plan taking into consideration staff needs, available resources and organizational priorities;
- ✓ Develop the annual work plan;
- ✓ Ensure the promotion and implementation of the health and wellness program;
- ✓ Evaluate the interventions carried out in the health and wellness program;
- ✓ Monitor health and wellness in the workplace;
- ✓ Ensure the coherence and harmonization of the work of the different bodies of the company.

The committee is composed of:

- A representative of the Executive Committee;
- An employee of the company;
- An instructor from the company;
- Internal/external experts as needed.

Sharing of responsibilities

- The Chief Administrative Officer is responsible for the application of this policy and has the authority to undertake any action to ensure compliance. She shall receive recommendations from the Workplace Health and Wellness Committee and approve the Workplace Health and Wellness Implementation Plan.

- Managers are responsible for the application of this policy and the resulting policies and programs in their respective departments. In addition to ensuring the proper delivery of the services for which they are responsible, they will ensure, among other things, that an employee or instructor in difficulty has access to the appropriate assistance and support resources and will promote the participation of employees in the health and wellness activities offered by the company, while respecting confidentiality and privacy.
- Each person working or employed by SIRIUSMEDx is responsible for taking care of his or her own physical and psychological health and for being considerate of the health of others. To this end, they should seek out physical and psychological health assistance and participate, to the extent possible, in SIRIUSMEDx workplace health and wellness activities that meet their needs.

Each person's responsibilities are carried out in a respectful and collaborative manner where everyone adopts attitudes and behaviours that promote teamwork and a climate of trust and mutual support in carrying out the company's activities.