

Rehabilitation Policy

Ryan Civil Contracting recognises that there are substantial benefits to gain from workplace rehabilitation principles and practices and is committed to implementing an effective return to work program for employees injured at work. We recognise that Workers Compensation and Rehabilitation Legislation in all states of Australia supports workplace rehabilitation activities.

The company will endeavour to minimise the chances of accidents and it is the expectation that all employees will conduct themselves in a safe manner whilst at work. Employees who have been injured at work will participate in a management supported program which aims to ensure the restoration of injured employees to the fullest or best possible, psychological, mental, social, vocational and economic capacity by ensuring the following:

- Maintain injured or ill workers at work, or
- Ensure the workers earliest possible return to work and
- Maximise the workers independent functioning and
- Provide for durable employment

Ryan Civil Contracting is committed to:

- Providing a safe and healthy work environment, but in the event of an injury or illness, making sure workplace rehabilitation is started as soon as possible in accordance with medical advice.
- Ensuring appropriate suitable duties are made available to injured or ill workers to facilitate their safe and early return to work. These duties must be consistent with the current medical certificate and will be time limited.
- Respect, the rights, welfare and confidentiality of an employee's medical and rehabilitation information and ensuring both verbal and written confidentiality.
- Ensuring all workers are aware that, in the event of injury or illness, they will be consulted to ensure a structured and safe return to work that will not disadvantage them.
- Comply will legislative obligations with respect to the standard of rehabilitation.
- Review this policy and procedure every 12 months to ensure it continues to meet legislative requirements and the needs of all parties.

Workplace rehabilitation procedures have been developed to support this policy. The procedure defines key terms, describes key roles and outlines steps in the return to work process.

Company Rehabilitation and Return to Work Coordinator: Office Manager-Debra Ryan

A handwritten signature in blue ink that reads "R. Ryan".

Roger Ryan
Managing Director
Ryan Civil Contracting Pty Ltd

06 October 2017

Review Date: October 2018