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## OCCUPATIONAL REHABILITATION POLICY

RCCC Civil Contracting is committed to preventing injury and illness by providing a safe and healthy working environment, which is, as far as reasonably practicable, without risk to personal health and safety.

The Company's goal is to achieve a zero Workplace Incident Record to negate the need for rehabilitation.

The company is committed to the rehabilitation of employees who may be injured or contract an illness during the course of their employment and to undertake a review process and implement appropriate measures to prevent recurrence.

Rehabilitation programs and plans will be developed in consultation with an injured or ill employee and other relevant parties. Where a period of incapacity exceeds 14 days a Return-to-Work Plan will be prepared to facilitate the return to work of an injured or ill employee.

The objective of the Occupational Rehabilitation Policy is to:

- ensure that the rehabilitation process is commenced as soon as possible following injury/illness to ensure a speedy recovery and to avoid long term issues;
- encourage and maintain a positive work environment for the affected employee, including the provision of appropriate alternative duties where it is reasonably practicable to do so;
- provide appropriate rehabilitation services when required, and to foster communication between all parties involved in the treatment of the injured or ill employee, and
- ensure that participation in a rehabilitation program will not, in itself prejudice an injured worker.

All employees have an important role to play to ensure the best possible outcome for their injured colleagues; successful occupational rehabilitation requires involvement and commitment from everyone in the workplace.

A handwritten signature in blue ink, appearing to read 'P. R. Curry'.

P. R. Curry  
Manager

13 ASCOT DRIVE  
HUNTINGFIELD  
P.O BOX 575  
KINGSTON  
TASMANIA 7051  
T (03) 6229 8765  
F (03) 6229 8766  
www.rccc.com.au

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