

Injury Rehabilitation and Return to Work Policy



This policy applies, at the workplace, to all staff members of Base Civil Ltd (referred as the "Company") and also includes visitors and subcontractors inside and outside of normal scheduled working hours.

Base Civil Limited is committed to actively managing the earliest rehabilitation and return to work of any employee who has been incapacitated as a result of a work-related injury or illness

The company and the employees will:

- Advise new and existing employees of their rights and procedures in relation to injury management, rehabilitation and return to work.
- Consult with any injured employee in the development and earliest implementation of an individual rehabilitation and return to work plan.
- Consult with appropriate medical professions and specialists in the development and implementation of the plan.
- Provide appropriate alternative work duties that may be incorporated into the plan including any additional training that may be required.
- Recognise the employee's right to be supported by a representative of their choice throughout the rehabilitation and return to work plan.
- Assist the injured employee to understand the treatment and rehabilitation policies and procedures.
- Ensure that wherever possible rehabilitation opportunities will be provided for employee non work related injuries with the assistance of ACC.



Paul Roberts
Director

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