

## Return to work policy

Future Metals Recycling is committed to providing a safe and healthy workplace for all workers. In the event of a work related injury Future Metals Recycling will take all necessary steps to ensure the injury does not happen again. Should one of our workers incur a work related injury that means they are unable to continue their normal work Future Metals Recycling will provide the necessary assistance for them to remain at work, or return to work as soon as it is safely possible. Future Metals Recycling will do this through risk management and occupational rehabilitation and our commitments are as follows:-

### **RISK MANAGEMENT PROGRAM**

#### **Future Metals Recycling will:-**

- Take all practicable steps to identify, assess and control any known or potential risk to workers and visitors;
- Encourage the early reporting of any symptoms of an injury or disease related to the work we undertake;
- Investigate all incidents, accidents, injuries or near misses to identify their cause/s and prevent them happening again;
- Comply with all our legal obligations, including notification of incidents to WorkSafe Victoria when required.

### **OCCUPATIONAL REHABILITATION PROGRAM**

#### **Future Metals Recycling will:-**

- Assist our injured workers to remain at work or return to work at the earliest opportunity.

#### **Future Metals Recycling RETURN TO WORK POLICY is that:-**

- Return to work planning will commence as soon as possible after an injury, consistent with medical advise;
- Remaining at or early return to work following injury is a normal expectation of this workplace;
- Treatment, return to work activities and any reasonably necessary occupational rehabilitation services will begin as soon as they are necessary;
- Suitable employment, including modified or alternate duties, consistent with medical opinion, will be made available to all injured workers at the earliest opportunity;
- An individual return to work plan will be established with any worker who is unable to work for 20 calendar days or more. This plan will be developed at the earliest opportunity, in consultation with our injured worker and their treating practitioner;
- Consultation and communication with all workers and / or representative worker/s in the development and review of our occupational rehabilitation program and individual return to work plans will occur;
- Confidentiality of worker's information obtained during their return to work or while undertaking occupational rehabilitation services will be maintained;
- Participation in a return to work plan will not, of itself, prejudice any injured worker.

