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ABC Corporation

Return to Work Policy Statement

In accordance with legislative requirements ABC Corporation is committed to cooperate in returning an injured worker to safe and suitable employment.

The company will meet its obligation to an injured worker by having an authorized representative contact the worker as soon as possible after the injury to jointly work on developing a return to work plan. The return to work plan will be based on the individual needs of each worker and will incorporate all relevant information. Any options identified will be assessed in accordance with the Workplace Health Safety and Compensation Commission's Policy RE-18 Hierarchy of Return to Work and Accommodation and section 89 of the Workplace Health Safety and Compensation Act.

If an employee is unable to return to their pre-injury position as a result of a work related injury, then the company will consider alternate options in accordance with section 89.1 of the Workplace Health Safety and Compensation Act as well as Human Rights legislation.

All workers will be treated fairly and consistently and are expected to participate and cooperate in the RTW program.

All managers are expected to understand and value the importance of returning an injured worker to work and must provide assistance where appropriate.

Any personal information received or collected that can lead to the identification of an injured worker will be held in the strictest confidence. Information of a personal nature will be released only if required by law or with the approval of the worker who will specify the nature of the information to be released and to whom it can be released.

This statement reflects the views of both management and employees of this organization and has been developed in full consultation with the employee representatives. Any issues arising from the goals in this statement will be monitored and evaluated through a joint consultation mechanism.

This statement will be reviewed at least annually and may be updated or changed as required.

John Doe Chief Executive Officer

September 8, 2004

Sample

BMC Corporation

Return to Work Policy Statement

BMC Corporation in conjunction with the union has developed a RTW Program that will allow workers who have been injured on the job to return to work in a timely and safe manner.

BMC Corporation will make every reasonable effort to provide suitable and available employment to every worker who is unable to perform his /her duties following a workplace injury. Suitable work will be offered in accordance with the Workplace Health Safety and Compensation Commission's Policy RE-18 Hierarchy of Return to Work and Accommodation and section 89 of the Workplace Health Safety and Compensation Act.

Only work that is considered to be meaningful and productive shall be considered for use in the RTW program.

In accordance with legislative and company requirements it is mandatory that all employees participate in the RTW program. It is also mandatory that all employees who sustain a work related injury report the incident in accordance with the employer's Injury Reporting System.

BMC Corporation will be using the Workplace Health Safety and Compensation Commission's policies as a guideline when determining the roles and responsibilities of the employee and employer during the RTW process.

The employee will be required to:

- i. contact the employer as soon as possible after the injury occurs and maintain communication;
- ii. assist the employer, as may be required or requested, to identify suitable and available employment;
- iii. accept suitable employment when identified, and
- iv. give the employer and the Workplace Health Safety and Compensation Commission any appropriate information requested concerning the return to work process.

The employer will be required to:

- i. contact the worker as soon as possible after the injury occurs and maintain communication;
- ii. provide suitable and available employment, and

- iii. give the employee and the Workplace Health Safety and Compensation Commission any appropriate information requested concerning the worker's return to work.

The company will commit the resources necessary to implement and monitor the RTW Program however the success of the program depends on the support and commitment provided by employees from all levels and positions within the organization.

Employees who are unable to return to their pre-injury position as a result of a work related injury will be consulted on alternate options in accordance with section 89.1 of the Workplace Health Safety and Compensation Act as well as Human Rights legislation.

Any personal information received or collected that can lead to the identification of an injured worker will be held in the strictest confidence. Information of a personal nature will be released only if required by law or with the approval of the worker who will specify the nature of the information to be released and to whom it can be released.

This statement has been developed in full consultation with the union representatives. Any issues arising from the goals in this statement will be monitored and evaluated through a joint consultation mechanism.

This statement will be reviewed at least annually and may be updated or changed as required.

John Doe CEO

September 8, 2004