

# Return to Work Policy

## Scope

TDG Environmental (TDG)'s number one priority is the uncompromising safety for all those who work or interface with our systems. TDG recognises its responsibility to provide, as far as reasonably practicable, a safe and risk-free service and workplace for our people, our customers, and the wider community.

## Principles

Every endeavour is made to provide employees with a safe and healthy working environment. Should injury or illness occur, TDG will give support to the injured employee during recovery and their return to work. Where possible, employees will be encouraged to remain at work on limited or alternative duties.

A Return to Work Coordinator, who has participated in a relevant State regulator-approved course, will contribute to the development of an injury management program and develop a return-to-work plan for the affected employee. The return-to-work program is displayed at each worksite and documents the specific steps taken to achieve a safe, timely, and durable return to work. People and their representatives have been and will continue to be consulted in the development, implementation, and review of the return-to-work program.

Injury management begins as soon as possible after one of our team members is injured. TDG will assist and support the injured employee in accessing necessary treatment and rehabilitation, and ensure that early return to work is a standard expectation. Suitable duties will be provided for the injured employee, if available, as soon as reasonably practicable.

TDG will ensure that injured people are aware of their rights and responsibilities – including the right to choose their doctor, rehabilitation and treatment providers, and the commitment to provide accurate information about the injury and its cause. TDG consults with individuals and, where applicable, their representatives to ensure that the injury management program and return-to-work plan operate smoothly.

TDG commits to ensuring that participating in a return-to-work plan will not, in itself, disadvantage an injured employee. All efforts are made to resolve disagreements about our return-to-work programs and procedures through open communication and consultation, incorporating the principles of mutual trust and respect.

TDG will maintain the confidentiality of the injured employee's records in accordance with our Confidentiality and Privacy Policy.

As part of our commitment to continuous improvement, this policy will be regularly updated in consultation with key stakeholders.

## Controlled Document

Issue Date	19/02/2023
Type	Policy
Owner	HSEQ