



Gladstone Regional Council

Council Policy

Title	FITNESS FOR WORK
Policy Number	P-2017/28
Responsible Directorate	OFFICE OF THE CHIEF EXECUTIVE OFFICER
Responsible Officer	OHS COORDINATOR
Date of Adoption	4 JULY 2017
Resolution Number	G/17/3102
Date Review Due	4 JULY 2020

1.0 PURPOSE:

The purpose of the Fitness for Work Policy is to ensure that the health and safety of all persons is not at risk or adversely affected by any worker attending the workplace while not fit for work.

2.0 SCOPE:

All workers of Gladstone Regional Council as defined under s7 of the *Work Health and Safety Act 2011*.

3.0 RELATED LEGISLATION:

- Work Health and Safety Act 2011;
- Work Health and Safety Regulation 2011;
- Transport Operations (Road Use Management) Act 1995;
- Drugs Misuse Act 1986;
- Crime and Misconduct Act 2011.

4.0 RELATED DOCUMENTS:

- Occupational Health and Safety (OHS) Policy;
- Gladstone Regional Council Corporate Standard - Medical Assessments;
- Gladstone Regional Council Corporate Standard - Drugs and Alcohol Testing;
- Gladstone Regional Council Corporate Standard - Fatigue Management;
- Gladstone Regional Council Corporate Standard - Workplace Rehabilitation and Return to Work;
- Gladstone Regional Council Corporate Standard - Employee Assistance Program.

5.0 DEFINITIONS:

To assist in interpretation of this policy the following definitions apply:

"Not fit for work" means a person that has an impaired ability to safely perform the inherent duties required of their role. Reasons for the impairment include but are not limited to being under the influence of a substance or alcohol, fatigue, sustaining an injury (work or not work related) or medical procedure.

"Worker" means a worker as defined in accordance with s7 of the *Work Health and Safety Act 2011* who is directly or indirectly engaged by Gladstone Regional Council.

6.0 POLICY STATEMENT:

6.1 FITNESS FOR WORK

Gladstone Regional Council is committed to providing a safe working environment for all persons. Accordingly, Council shall provide a fitness for work program to ensure that appropriate fitness for work and workplace safety standards are maintained.

In order to fulfil this commitment, Council shall:

- Provide education and awareness programs on fitness for work responsibilities to all workers;
- Provide appropriate assistance to overcome problems that could impair fitness for work;
- Provide an effective, fair and constructive policy and corporate standard for dealing with workers who are unfit for work;
- Provide assistance through a full range of educational and rehabilitative measures to overcome problems that could impair an individual's fitness for work, inclusive of Employee Assistance Programs.

7.0 ATTACHMENTS:

Nil

8.0 REVIEW TRIGGER:

This policy will be reviewed when any of the following occur:

1. The related legislation/documents are amended or replaced.
2. Other circumstances as determined from time to time by a resolution of Council
3. Periodic Review – 3 years from date of adoption.

TABLE OF AMENDMENTS		
Originally Adopted	2 SEPTEMBER 2014	G/14/2141
Amendment 1	4 JULY 2017	G/17/3102
Amendment 2	<INSERT DATE COUNCIL MEETING>	<INSERT RESOLUTION NUMBER>
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ACTING CHIEF EXECUTIVE OFFICER