

	Document title	Revision: 0
	OKOMU OIL PALM COMPANY PLC	Date: 09/05/19
	WORKERS COMPENSATION POLICY	Page 1 of 1

1.0 Objective

To ensure that employees are fairly compensated in the event of any form of injury on the job.

2.0 Scope

The policy is applicable to all OOPC staff, Contract staff and Third party workers.

3.0 Policy Statement

Okomu Palm Oil Company is committed to the continuous identification and elimination of workplace hazards and the strict adherence to the Employee Compensation Act 2010 in the event of any form of accident on the job.

The cooperation of all employees and other stakeholders is essential for the success of this policy. However, ultimately responsibility for achieving the policy's objectives and for ensuring compliance with the relevant Acts lies with the company.

4.0 Guidelines

- Every department is required to have copies of the accident report from upon which incident of accident is recorded and forwarded to the HR Unit.
- The HR Unit is required to notify the National Social Insurance Trust Fund office within 7 days of the accident.
- Further processing of employees' claim is after the injured workman has been declared fit by the medical doctor.

5.0 Record of Approval

Task	Name/signature	Job title
Approved by	Dr. Graham Hefer	Managing Director

