

	Document title	Revision: 1
	OKOMU OIL PALM COMPANY PLC	Date: 07/04/2021
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, disease and/or disability from injury or disease 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 or disease 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

- Employees who suffer of any disabling occupational injury or disease (uncomplicated disease or from any disease complicated by any other disease, condition or factor) arising out of or in the course of employment shall be entitled to payment of compensation from the National Social Insurance Trust Fund.
- An employee is entitled to payment of compensation with respect to any accident sustained while on the way between the place of work and the employee's principal or secondary residence; the place where the employee usually takes meals; or the place where he usually receives remuneration, provided that the employer has prior notification of such place.
- Every department is required to have copies of the accident/disease report from upon which incident or 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	Date
Approved by	Dr. Graham Hefer	Managing Director	21 MAR 2021

