

## **Fitness for Work Policy**

### **Introduction**

[Company Name] is dedicated to fostering a safe and healthy work environment for all employees. Our commitment extends to ensuring that employees are both physically and mentally fit to carry out their duties. This Fitness for Work Policy outlines the expectations and requirements regarding employee fitness for work, emphasizing workplace health and safety (WHS) principles.

### **Purpose**

The purpose of this policy is multi-faceted, encompassing the following objectives:

- Promote the health and safety of employees, contractors, visitors, and all individuals affected by our operations.
- Establish clear guidelines for determining and maintaining employee fitness for work.
- Mitigate risks associated with impaired performance due to physical or mental health issues, thus enhancing overall workplace safety and productivity.

### **Scope**

This policy applies universally to all individuals associated with [Company Name], including employees, contractors, and visitors, while they are on our premises or engaged in company-related activities. It is incumbent upon all parties to adhere to the principles outlined herein to ensure the safety and well-being of themselves and others.

### **Policy Statements**

#### *Physical Fitness:*

- In alignment with our commitment to safety, employees are expected to maintain a level of physical fitness conducive to the safe and effective execution of their job duties.
- We encourage all employees to embrace healthy lifestyles, incorporating regular exercise and balanced nutrition to support their physical well-being and overall performance.

#### *Mental Health:*

- Recognizing the profound impact of mental health on workplace dynamics, [Company Name] is steadfast in its commitment to creating an environment that nurtures mental well-being.
- Employees are urged to actively seek support and utilize available resources to address mental health challenges, while also proactively managing stress and workload to foster a healthier work environment.

#### *Drug and Alcohol Use:*

- To safeguard workplace safety, the use of drugs or alcohol that impairs an employee's ability to perform their duties is strictly prohibited.
- Employees are unequivocally prohibited from reporting to work under the influence of drugs or alcohol, and from possessing or consuming these substances while on [Company Name]'s premises or engaged in company-related activities.

*Medical Fitness:*

- Employees are obligated to disclose any medical conditions, illnesses, or injuries that may affect their ability to perform their job duties safely.
- In certain circumstances, employees may be required to undergo medical assessments, including fitness-for-duty evaluations, as deemed necessary by [Company Name] to ensure their ability to safely perform their duties.

**Reporting Requirements:**

Employees are required to promptly report any illness, injury, or medication that may affect their fitness for work to their supervisor or HR department. Supervisors, in turn, are responsible for promptly addressing any concerns regarding an employee's fitness for work and taking appropriate action to uphold workplace safety standards.

**Non-Discrimination:**

[Company Name] firmly upholds principles of non-discrimination and equitable treatment for all employees, regardless of physical or mental health conditions, except when necessary to ensure workplace safety. Discriminatory practices based on health status are strictly prohibited and will result in disciplinary action in accordance with company policies and applicable laws.

**Compliance**

Adherence to this Fitness for Work Policy is mandatory for all employees. Failure to comply may result in disciplinary action, up to and including termination of employment. By upholding these standards, [Company Name] aims to foster a culture of safety, health, and well-being throughout the organization.

**Review and Revision**

This policy will be reviewed regularly to ensure compliance with relevant legislation and best practices. Updates may be made as necessary to reflect changes in the law or organizational requirements.

Authorised by

[Sign]

[Name]

[Position]

[Company]