



ANZCO Foods is committed to providing a safe workplace and we strive to ensure our people return home to their family and friends as healthy as when they start each day.



Information for

*medical treatment providers*

A photograph of two female workers in a factory or processing plant. They are wearing light blue protective gowns, white hairnets, and safety glasses. One worker is giving a thumbs-up. A blue circular graphic with the text "Recover AT WORK" is overlaid on the bottom left of the image.

Recover  
AT WORK

# Supporting our people

If our people sustain an injury during their work, we will do our best to support their recovery and rehabilitation.

We understand that work is therapeutic and promotes recovery

- Safe work is physically, mentally, and socially beneficial
- Being off work is often not necessary and can delay recovery

We have provided a generic list of alternative duties for you to consider when completing an incapacity certificate. These may vary from site to site however, we will always endeavor to provide duties that are physically sustainable for the employee.

We are happy to discuss the nature of suitable work options and will consider:

- Part of their usual job
- The same job with reduced hours
- Alternative tasks
- Training opportunities

Alternatively, we can engage a return-to-work provider to develop a plan to ensure that the duties are within the restrictions you deem necessary.

If you wish to discuss supporting our injured employee's recovery and return to work, details for the key injury management contact are attached to this information pack.

## Alternative Duties Register

### Clean dry duties

- Carton/box making
- Re-labelling product
- Scanning product
- Messaging between departments
- Maintenance of department noticeboards
- Admin support, filing
- Health and safety/compliance audits/checks
- Sweeping coldstore floors

### No-lifting-required duties

- Hosing cattle
- Cleaning coldstore frames
- Sweeping coldstore floors
- Training/observing of new employees
- Adhering MPI labels
- Cleaning yards and amenities. (Some walking. Occasional bending)
- Lawn mowing (ride-on)

### Lifting less than 5kg duties

- Packing tripe (standing) 1-2 kg
- Lining cartons
- Squeegee mopping processing floors
- Assisting plant cleaner, rubbish removal, cleaning windows, sweeping
- Folding laundry
- Light hygiene jobs i.e., filling soap containers, hand towels

### Lifting 6-10kg duties

- Offal trimming (standing)
- Trimming meat product (standing) 6-10kgs
- Packing meat product (standing) 6-10kgs
- Sorting and restocking laundry

### Lifting 11-15kg duties

- Trimming meat product (standing) 11-15kgs
- Packing meat products (standing) 11-15kgs

### Driving/operating machinery

- Forklift driving (training req)
- Running errands

### No overhead task duties

- Assist with gardening and grounds maintenance
- Hosing cattle
- Cleaning coldstore frames
- Sweeping coldstore floors
- Training/observing of new employees
- Adhering MPI labels
- Cleaning yards and amenities. (Some walking. Occasional bending)
- Lawn mowing (ride-on)

### No bending twisting duties

- Light hygiene jobs i.e., filling soap containers, hand towels
- Sanitising
- Restocking amenities
- Carton/box making
- Re-labelling product
- Scanning product
- Messaging between departments

### Administrative/seated duties

- Maintenance of department noticeboards
- Admin support, filing, photocopying
- Health and safety/compliance audits/checks

### Other light duties

- Washing/vacuuming plant vehicles
- Washing windows
- Sanitising amenities
- Assisting engineers with maintenance
- Sweeping and tidying maintenance areas