Employers have certain obligations when it comes to workers compensation, injury management and workplace safety.

This checklist can assist employers to meet their obligations.

|  |  |  |  |
| --- | --- | --- | --- |
| Does your business: | Yes | No | Unsure |
| Have a current CMI workers compensation insurance policy that correctly reflects your NSW coal industry business activity |  |  |  |
| Maintain a safe workplace |  |  |  |
| Have a return to work program |  |  |  |
| Provide information to workers on how they can notify an injury and make a claim.  (You can do this by displaying the ‘If you get injured at work poster’ at your workplace) |  |  |  |
| Maintain a record of work-related injuries |  |  |  |
| Keep and maintains at least 5 years (or since starting a new business) of accurate wage records |  |  |  |
| Have processes in place to notify CMI of any workplace injury or illness within 48 hours |  |  |  |
| Consider how you would provide support to your workers following a work-related injury |  |  |  |

If you have answered ‘no’ or ‘unsure’ to any of these questions, please contact CMI so we can assist you.

|  |  |  |
| --- | --- | --- |
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| **1800 WORKER (1800 957 537)**  [**www.coalservices.com.au**](http://www.coalservices.com.au) | Coal Mines Insurance Pty Limited. ABN 70 000 011 727 |