



1.5 Workcover Policy

The Healesville Living & Learning Centre is legally responsible to provide Workcover for all employees.

- To cover any possible Work cover claims, HLLC funds are never to drop below \$5,000.
- Workcover payments are the responsibility of the Finance Administration Officer under the direction of the C.E.O.
- Persons paid an Honorarium are not covered by Work cover but will be covered by volunteer insurance.

Procedure

1. The Work cover policy is to be reviewed annually and paid in accordance with sound accounting practices.