



Compensation for loss or damage to personal property

Overview

This document outlines the procedures to be followed in compensating an employee for the loss or damage to their personal property.

Scope

This Policy applies across all student Associations.

“Associations” refers to ANUSA, PARSA & ANUSM.

Policy Statement

The Association may authorise reimbursement of an amount considered reasonable to cover the loss or damage to an employee’s personal effects which resulted from the performance of their duties subject to a minimum value of \$20.

Notwithstanding the procedures detailed below, the Association may authorise an alternate process for managing this employment condition to suit individual circumstances.

Consideration of applications for compensation

Applications for compensation for property loss or damage will be considered on a case-by-case basis and any ensuing payments will be made on an ex-gratia basis. The Association may take into account the age and serviceability of the item when determining the amount of compensation payable.

Where the loss or damage is caused by a defect in the Association’s material or equipment, or is suffered by the employee in protecting the Association’s property from loss or damage, the Office Manager of the area where the damage occurred will consider whether compensation is payable and recommend an appropriate level of compensation.

The President/Editor in Chief will determine whether compensation is payable and determine the appropriate level of compensation for the damage or loss and advise the employee of the amount and payment arrangements.