

WORKERS COMPENSATION

In case of injury while pursuing duties in keeping with the employee's contract, the employee will receive compensation and expenses as prescribed by the worker's compensation law of South Dakota.

Any employee who receives an injury while at work should immediately or as soon thereafter as practical, report this injury to the Cooperative director's office. Written notice of the injury shall be provided to the Cooperative director's office on a form provided by the Cooperative no later than three (3) business days after the injury. Failure to give notice as required by law prohibits a claim for compensation under workman's compensation statutes unless the employee or the employee's representative can show:

- 1) The employer or the employer's representative had actual knowledge of the injury; or
- 2) The employer was given written notice after the date of injury and the employee had good cause for failing to give written notice within the three business-day period, which determination shall be liberally construed in favor of the employee.

The Cooperative director or his/her designee shall keep a record of all injuries, fatal or otherwise, sustained by the Cooperative's employees in the course of their employment. The record shall be completed and filed with the Cooperative's workers compensation insurer within seven calendar days, not counting Sundays and legal holidays, after the director or his/her designee has knowledge of the occurrence of an injury.

Policy Adopted: February 15, 1988
Revised: December 20, 2000
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