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| | Inclusion | 6 November 2023 | 6 November 2023 |
| Procedure Statement | | | |

5. has obtained approval for leave for the proposed activity
 6. has been granted School or Unit funds to cover standard costs for travel for the proposed activity
 7. requires additional financial assistance to accommodate adjustments to travel arrangements.
- The fund is not available for travel on personal leave (recreation, long service,

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| Supporting Documents | Workplace Adjustments Request Form Workplace Adjustments Plan Workplace Adjustments Passport Disability Travel Support Fund Application Form |
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[Disability Inclusion Action Plan 2022-2025](#)

[Injury Management Program - Procedure](#)

Related Documents

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| workplace adjustments | <p>In the context of employment, workplace adjustments are changes to the work environment which allow a person with disability to perform the inherent requirements of their job. Examples of such adjustments include but are not limited to the provision of assistive software, hardware and other equipment, building modifications and changes to usual work arrangements necessary to accommodate the needs of a person with disability (for example, by allowing the work to be performed across a different span of hours, or remotely from the workplace).</p> <p>In the employment context, an adjustment to be made by UNSW is a workplace adjustment unless making the adjustment would impose _____ on UNSW.</p> |
| unjustifiable hardship | <p>In determining whether a hardship that would be imposed on UNSW would be an <i>unjustifiable hardship</i>, all relevant circumstances of the particular case must be taken into account, including the following:</p> <ul style="list-style-type: none"> a) the nature of the benefit or detriment likely to accrue to, or to be suffered by, any person concerned (including students and other staff) b) the effect of the disability on any person concerned c) the financial circumstances, and the estimated amount of expenditure required to be made, by UNSW d) the availability of financial and other assistance to UNSW e) any relevant action plans that UNSW has in place under the Disability Discrimination Act. |
| essential requirements | Refer to the accountabilities of the role. |

| Revision History | |
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| Version | |