

Reasonable Adjustments Plan (RAP)

Written confirmation and agreement of Reasonable Adjustments to be implemented.

Personal Details
Name
Department/Division
Job/Position
Condition that requires Reasonable Adjustment

Date	Agreed	
(DD	MM/YYYY)	
Line	lanager Approved (name)	
Cost	Associated with Reasonable Adjustment	
(Highli	tht or Circle the option that best applies to you)	
Yes		

Fully Funded by Department		
Yes		
No		
Not Applicable (no cost)		
Access to Work Application		
Yes Pending		
Yes Approved		
Not Applicable (not needed)		
Adjustments Implemented		
Yes		
Pending in Department		
Pending Access to Work		
Other:		
Date Implemented (DD/MM/YYYY)		
Additional Information		