

	WESTERN MILLCRAFT INC. 12506 – 128 STREET EDMONTON, AB, T5L 1C8	Effective Date: 1 OCTOBER, 2011	Revised by: JFK
	OCCUPATIONAL HEALTH & SAFETY MANUAL COMPANY RULES AND REGULATIONS EMERGENCY PLAN TO DEAL WITH MOTOR VEHICLE ACCIDENTS	Page 1 of 1	HSE: 11.7: 14.3.11 Revision: 00

EMERGENCY PLAN TO DEAL WITH MOTOR VEHICLE ACCIDENTS:

Western Millcraft Inc. has designed and implemented the following Emergency Plan to deal with Motor Vehicle Accidents that might occur during worksite operations or activities. Worksite personnel should familiarize themselves with the location of the nearest phone and medical supplies and facilities.

Every driver in Alberta that is involved in a motor vehicle collision **must remain at the scene of the accident**. Every driver is required by law to report all motor vehicle collisions to the police where persons have been injured, killed or where the overall damage to the vehicles, property, and/or animals exceeds \$1000. If a traffic control device, railroad sign or signal or parking meter has been damaged, you must report the damage to the police, even if damages are less than \$1000.

In the event of an emergency situation, worksite personnel are to do the following:

1. Keep calm
2. Give assistance if you can and protect the scene so as no other vehicles become involved
3. Put up flares and/or direct traffic if you can
4. Check for injured persons
5. Phone Emergency Services - 911 and provide them with the information on the emergency, any injuries and location of incident
6. Keep everyone away from vehicles if any danger is apparent
7. Inform Western Millcraft Inc. as soon as possible
8. Exchange information with the other driver(s) on the vehicle accident form provided, including insurance information
9. Record the names and addresses of all witnesses
10. Record the time, location, weather and any other details that may be important
11. Call tow truck to remove vehicle(s)
12. Western Millcraft Inc. will notify the Insurance company as soon as possible

The Information in this policy does not take precedence over the OH&S Act, Regulation, Codes, or applicable Government Legislation

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