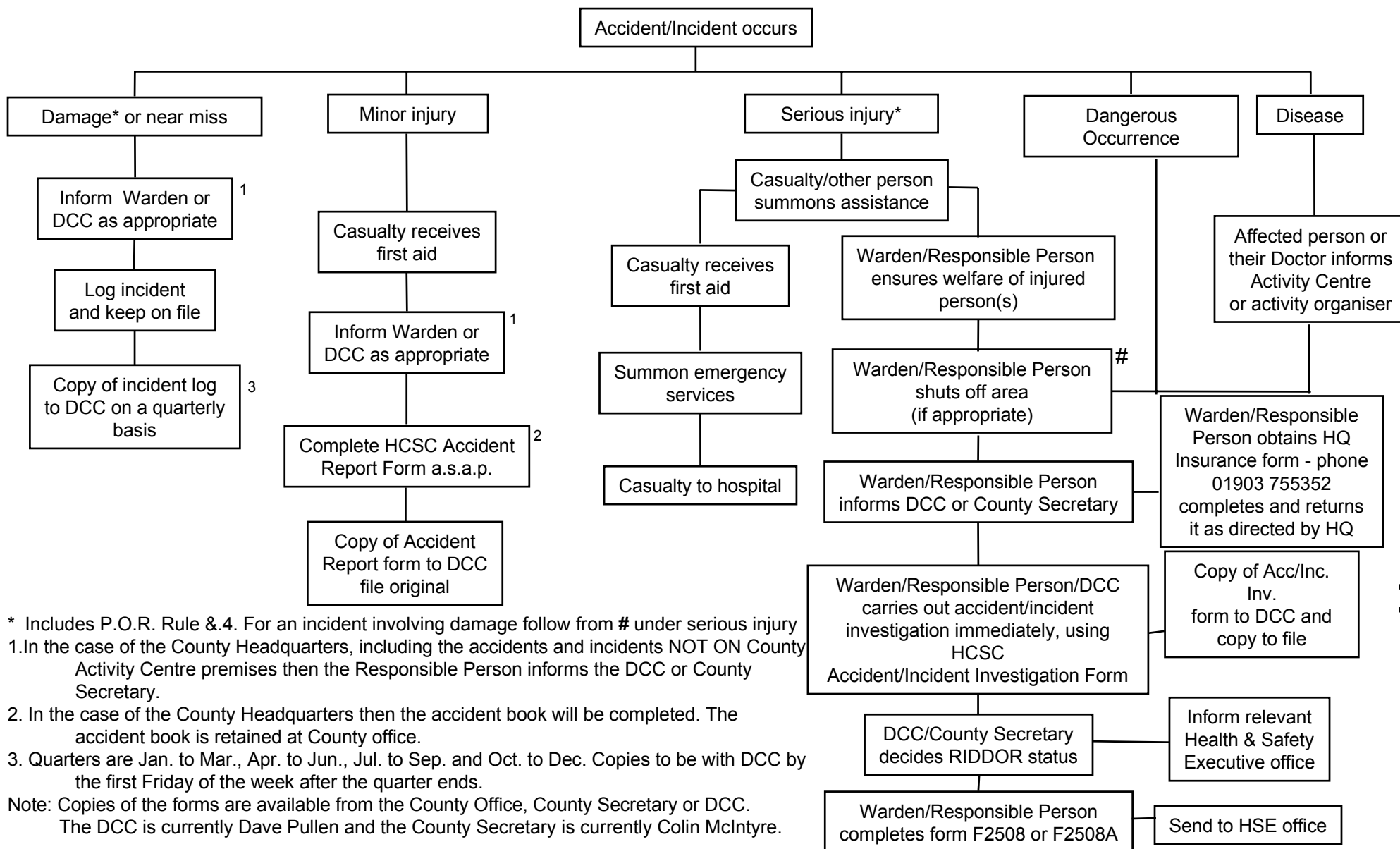


Accident Reporting Procedure – May 2007



Appendix A

* Includes P.O.R. Rule &.4. For an incident involving damage follow from # under serious injury

1. In the case of the County Headquarters, including the accidents and incidents NOT ON County Activity Centre premises then the Responsible Person informs the DCC or County Secretary.

2. In the case of the County Headquarters then the accident book will be completed. The accident book is retained at County office.

3. Quarters are Jan. to Mar., Apr. to Jun., Jul. to Sep. and Oct. to Dec. Copies to be with DCC by the first Friday of the week after the quarter ends.

Note: Copies of the forms are available from the County Office, County Secretary or DCC. The DCC is currently Dave Pullen and the County Secretary is currently Colin McIntyre.