

Preventable Incident Review Process

Purpose

The purpose of this process is to allow an employee the opportunity to appeal a preventable vehicle accident judgement if his/her Supervisor also disagrees with the judgment.

Definitions

Vehicle Accident - A collision that occurs between an Agency vehicle and another object or vehicle.

Preventable Vehicle Accident - Any accident where an Agency vehicle makes contact with another object/vehicle and the operator failed to do everything he/she could reasonably have done to prevent it.

Process

- If employees' Supervisor disagrees with the result of the investigation, he/she will notify Risk & Safety Specialist within 24 to 48 business hours (excluding weekends).
- Risk & Safety Specialist will send all material related to the accident to the Safety Committee for review.
- Risk & Safety Specialist will coordinate a date/time for a scheduled meeting with the employees Supervisor and available Safety Committee members, including Risk & Safety Specialist.
- The EE's supervisor will present his/her case to the safety committee.
- A vote will take place between the safety committee members and once the majority of the members have all agreed to a final decision, the judgement will be deemed **FINAL** and closed out.