



Definition: “serious incident”

In Sections 2.7 to 2.9, “Serious incident” means an incident:

- (a) In which a worker is killed:
- (b) In which a worker suffers
 - a. an injury resulting from electrical contact,
 - b. unconsciousness as the result of a concussion,
 - c. a fracture of his or her skull, spine, pelvis, arm, leg, hand or foot,
 - d. amputation of an arm, leg hand, foot, finger or toe,
 - e. third degree burns,
 - f. permanent or temporary loss of sight,
 - g. a cut or laceration that requires medical treatment at a hospital as defined in The Health Services Insurance Act, or
 - h. asphyxiation or poisoning; or
- (c) that involves
 - a. the collapse or structural failure of a building, structure, crane, hoist, lift, temporary support system or excavation,
 - b. an explosion, fire or flood,
 - c. an uncontrolled spill or escape of a hazardous substance, or
 - d. the failure of an atmosphere-supplying respiration

Notice of serious Incident

2.7(1) when a serious incident occurs at a workplace, an employer must immediately and by the fastest means of communications available, notify the division of the incident and provide the following information:

- (a) the name and address of each person involved in the incident;
- (b) the name and address of the employer, and if any person involved in the incident is employed by another employer, the name and address of that other employer;
- (c) the name and address of each person who witnessed the incident;
- (d) the date, time and location of the incident;
- (e) the apparent cause of the incident and the circumstances that gave rise to it

2.7(2) an employee who becomes aware that information provided under subsection (1) was inaccurate or incomplete must immediately notify the division of the correct or completed information

Site of serious incident to be preserved

2.8 except to the extent necessary to free a trapped person or to avoid the creation of an additional hazard, and subject to a directive issued by a safety and health officer under clause 24(1)(1) of the Act, an employer must ensure that nothing in a serious incident is altered or moved until at least 24 hours after the notice under subsection 2.7(1) is given



Investigations: serious incidents and accidents

2.9(1) an employer must ensure that each of the following is investigated as soon as reasonable practicable after it occurs:

- (a) a serious incident;
- (b) an accident or other dangerous occurrence
 - a. that injures a person, and results in the person requiring medical treatment, or
 - b. that had the potential to cause a serious incident

2.9(2) an investigation must be carried out by

- (a) the co-chairpersons of the committee at the workplace or their designates;
- (b) the employer and the representative at the workplace; or
- (c) the employer, in the presence of a worker employed at the workplace who is not associated with the management of the workplace, when there is no committee or representative at the workplace

2.9(3) after an investigation is completed, an employer, in consultation with the co-chairperson or their designates, the representatives or the worker, as applicable, must prepare a written report that includes the following:

- (a) the name of any person injured or killed;
- (b) the date, time and place of the incident, accident, or dangerous occurrence;
- (c) a description of the incident, accident or dangerous occurrence;
- (d) any graphics, photographs or other evidence that may assist in determining the cause or causes of the incident, accident or dangerous occurrence;
- (e) an explanation of the cause of the incident, accident or dangerous occurrence, including any factors of events that indirectly contributed to it occurring;
- (f) any immediate corrective action taken;
- (g) any long-term action that will be taken to prevent the occurrence of a similar incident, accident or dangerous occurrence, or the reason for no action being taken