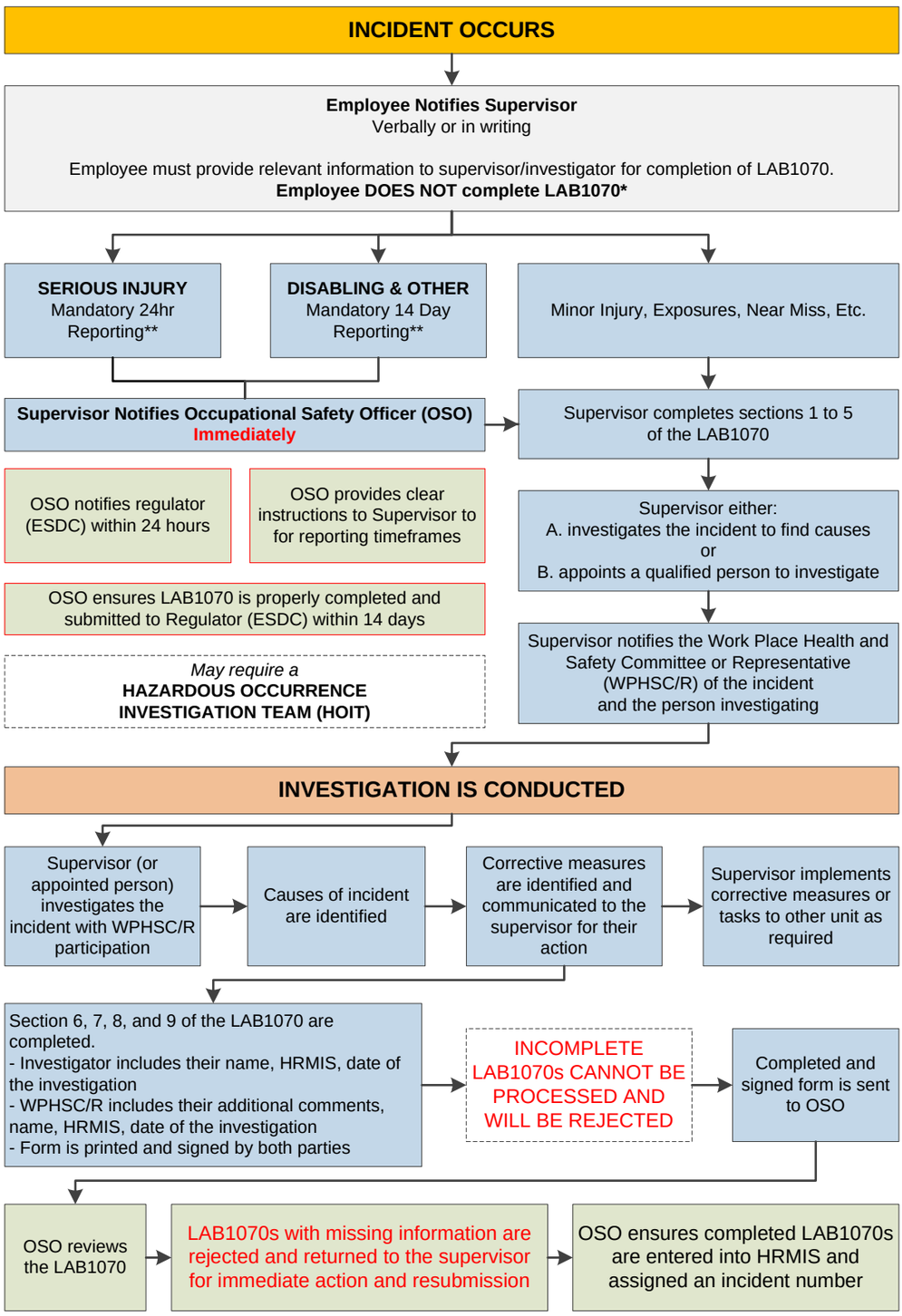
HAZARDOUS OCCURRENCE INVESTIGATION REPORT (LAB1070) COMPLETION PROCESS



OSO sends a copy of the LAB1070, with assigned incident number, to:

- ESDC, if required;
- WPHSC/R, for filing in the appropriate section of the G-450 file and kept for a period of 10 years;
- The supervisor, and, if applicable, the injured employee; and
- For members, Health Services for inclusion in the member's medical file; OR
- For PSE, Divisional PS Human Resource Office (Labour Relations), for inclusion in PSE's personnel file.

Contact your Divisional Occupational Safety Officer for assistance

*Injury on duty / Workplace injury

If the incident resulted in, or is likely to result in in time loss, medical care or other related expenses, immediately:

A - Members: Commence Determination Process through Divisional Occupational Health and Safety Services

B - PSEs: Employee completes provincial Worker`s Compensation Board (PWCB) Form, sends to their PWCB, AND Supervisor completes PWCB Employer Form and sends to Divisional PS Human Resources (Labour Relations) Office for processing

C - Non-RCMP Employees: Supervisor to notify to employer (ex., Corps of Commissionaires, Cleaners, etc)

**Mandatory Reporting Timeframes

***Disabling Injury**: any employment injury or an occupational disease that results in **either time loss, or modified duties on any day subsequent to the day of the occurrence**.*

24 hours:
- Death of an employee;
- Disabling injury to more than 1 employee in the same incident;
- The loss by an employee of a body member/ part or complete loss of the usefulness of a body member/part;
- Permanent impairment of a body function;
- Explosion;
- Damage to a boiler or pressure vessel that results in fire or rupture of the boiler or pressure vessel; and
- Damage to an elevating device that renders it unusable, or a free fall of an elevating device.

14 days:
- Loss of Consciousness (electric shock / oxygen deficient or toxic atmosphere);
- Temporary Disabling injury;
- Rescue / Revival or other Emergency Procedures: any incident that requires emergency procedures to be implemented, such as a hazardous substance spill, bomb threat or violence prevention procedure; and
- Fire.