Reporting & Investigation Process

Issue/incident occurs

Report to: administrator 6A Form, health and safety rep, first aid attendant
Save: 6A Form copy for yourself
Send: copy to hs@surreyteachers.org

Report to WorkSafeBC through
Teleclaim: 1-888-WORKERS
(Remember, injuries are not only physical)

See your doctor

Investigation of incident by site-based committee

Recommendations for corrective action go to employer in writing

21 days to respond

Site committee agrees:
- timeline
- target date
- person(s) responsible

Site committee disagrees

Appeal with:
- Union
- WorkSafeBC