

**TRI-COUNTY REGIONAL CENTRE FOR EDUCATION
POLICY and PROCEDURES**

Title	Effective Date	Revision Date	Pages
No. 511 Accident Reporting Non-Tri-County Regional Centre for Education Owned Vehicles	November 2, 2010	Reviewed October 4, 2016	1

It is the policy of the Tri-County Regional Centre for Education that any accident involving non-Tri-County Regional Centre for Education owned vehicles on Tri-County Regional Centre for Education property be speedily and accurately reported.

PROCEDURE under Policy 511

If a Tri-County Regional Centre for Education employee driving a Tri-County Regional Centre for Education owned vehicle causes damage to a non-Tri-County Regional Centre for Education owned vehicle they are to follow the procedure in Policy 505 Accident Reporting.

The Tri-County Regional Centre for Education will not pay for damage to a non-Tri-County Regional Centre for Education owned vehicle on Tri-County Regional Centre for Education property which is not the direct result of negligence on the part of the Tri-County Regional Centre for Education.

The Regional Executive Director of Education or designate shall authorize payment of an invoice related to any accident that qualifies under this Policy.