



# POLICY MANUAL

## Emergency Operations - Reports Industrial Accidents

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Book Chapter Subject

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7.0 Purpose: Establish Procedures for Proper Notifications in the Event of an Industrial Accident.

7.01 Scope: All Officers and Acting Officers.

### 7.02 **POLICY**

Employers must report work-related, or suspected work-related, fatalities and serious injuries or illnesses immediately—by telephone or telegraph—to the nearest office of the Division of Occupational Safety and Health.

A serious injury or illness is one that requires employee hospitalization for more than 24 hours for other than medical observation, or in which a part of the body is lost or serious permanent disfigurement occurs.

Work-related serious injury or illness does not include an accident on a public street or highway, or any injury, illness, or death caused by committing a Penal Code violation—except for the violation of Section 385 of the Penal Code, which refers to the operation of heavy equipment adjacent to high voltage wires.

All state and local government employers are required to make reports in the same manner and to the same extent as required of private sector employers covered by the Cal/OSHA Act.

### 7.03 **NOTIFICATION**

The officer with report responsibility shall notify Cal-OSHA by telephone (559) 445-5302 as soon as possible after an accident involving a serious injury or death of a public employee.

### 7.04 **CITY OF CLOVIS EMPLOYEES**

**NOTE:** This only applies to non-City of Clovis public employees. Example: Injury accident where a County of Fresno employee has an arm amputated.

If a City employee is injured, the Risk Manager will take care of this.