

# EMPLOYEE ACCIDENT / INJURY REPORTING POLICY

<b>PREPARED BY</b>		<b>TITLE</b>		<b>DATE</b>	
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## 1. PURPOSE

## 2. SCOPE

## 3. POLICY ELEMENTS

4. INSURANCE COVERAGE

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5. EMERGENCY ASSISTANCE

A. MINOR INJURIES

[Empty rectangular box for Minor Injuries details]

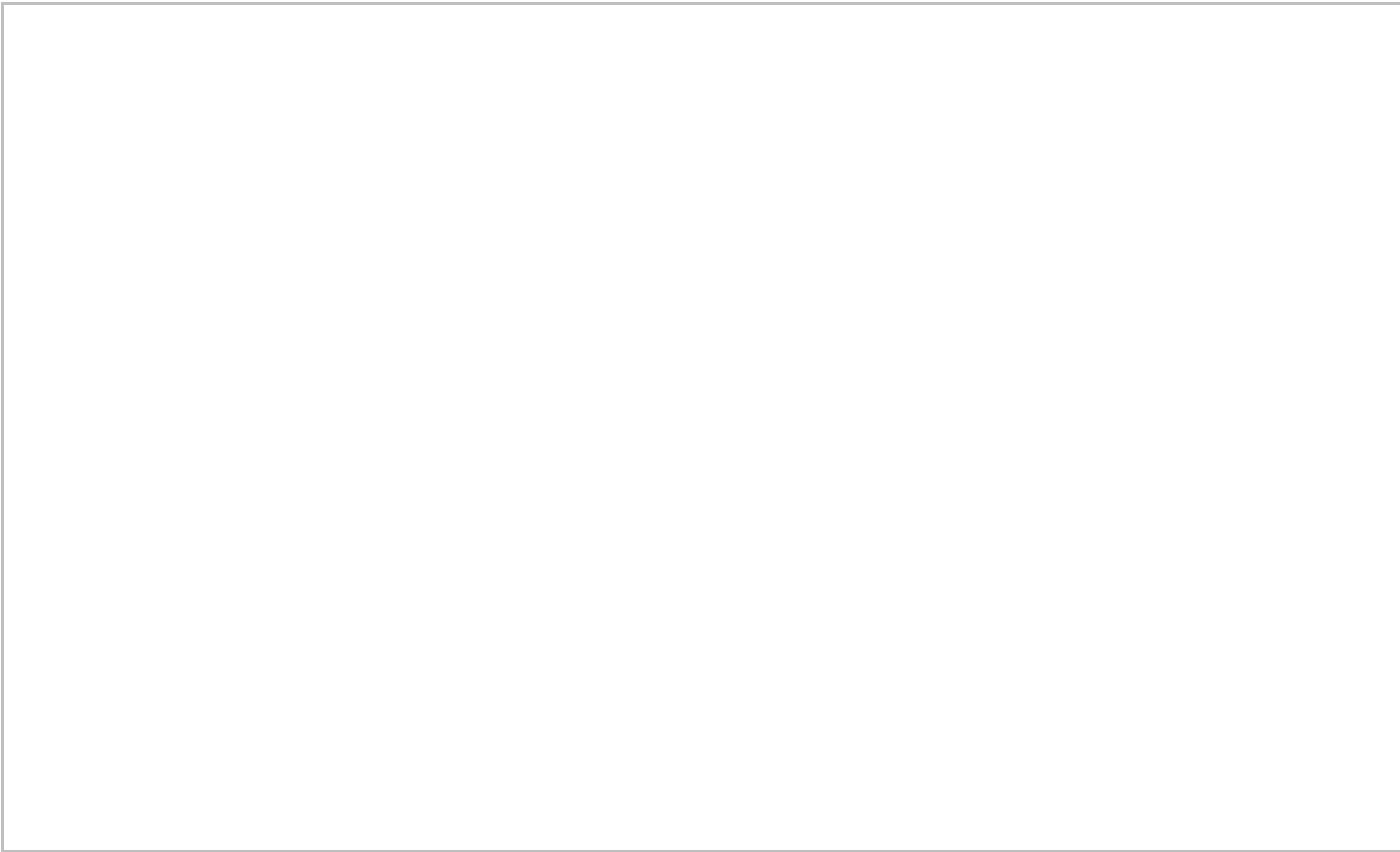
B. EMERGENCY MEDICAL ASSISTANCE

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6. PROCEDURE FOR REPORTING THE ACCIDENT



7. REPORT FORM PROCESS



# ACCIDENT REPORTING COMPANY POLICY SAMPLE TEMPLATE

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