



SOLID WASTE MANAGEMENT PROCEDURES

SUBJECT: Motor Vehicle Accidents resulting in
Fatality/Catastrophic Injury

EFFECTIVE DATE: May 10, 2015

PURPOSE

The purpose of this procedure is to ensure consistent steps are taken when any Solid Waste Vehicle is involved in an accident that results in catastrophic injury or a fatality.

DEFINITION

Catastrophic Injury – bodily injury to any person resulting in paralysis, severe brain injury, amputation of limbs, or an injury that may result in significant scarring or disfigurement.

PROCEDURE

If any Solid Waste Vehicle is involved in an accident resulting in catastrophic injury or fatality and the investigating law enforcement agency does not take measures to impound the vehicle, it will be standard operating procedure to secure the vehicle by carrying out the following steps:

1. Notify Safety Services, City of Mesa's Designated Employee Representative, Public Information and Communications Director and the City Attorney's Risk Management Office. (Refer to Emergency Contact List)
2. Upon completion of investigation procedures conducted by the Police Department, Safety Services and City Attorney's Office, contact Fleet Services to have the vehicle towed from the accident scene to the Center Street Yard if the investigating agency does not impound the vehicle.
3. Do not cycle the ignition key for any reason and immediately remove the key prior to towing.
4. Ensure the vehicle is placed in an isolated area at Center Street Yard away from day-to-day activities.
5. Lock the vehicle's doors, place a red "Do Not Enter" tag on the driver's side door handle and lock out the battery box with a padlock and "Do Not Operate" tag located in the Foremen Lockout/Tag Out Kit.
6. Place traffic cones around the vehicle and use adhesive "Do Not Enter" tape on the door sills to effectively create a seal on the doors.

EMPLOYEE RESPONSIBILITIES

Solid Waste Management staff involved in the investigation of the accident shall ensure the above procedures are carried out whenever a Solid Waste Vehicle is involved in a motor vehicle accident involving catastrophic injury or fatality.

ISSUED BY:

Patrick Murphy

INTERIM SOLID WASTE MANAGEMENT DIRECTOR