



St. John Ambulance Saint-Jean

Council for Ontario

46 Wellesley Street East
Toronto, Ontario M4Y 1G5
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Conseil de l'Ontario

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Toronto, Ontario M4Y 1G5
Téléphone: (416) 923-8411
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Télécopieur : (416) 923-4856

DATE: December 2004

TO: Branches, Patient Care Provider Units, Youth Units

c. District Chairs, District Commissioners

FROM: Brian Cole, Provincial Manager, Community Services

SUBJECT: **2004 ANNUAL VEHICLE SAFETY COMPLIANCE**

St. John Ambulance as a health and safety agency is committed to ensuring a safe environment for clients, volunteers and staff. As part of this commitment all St. John Ambulance owned vehicles (Branch/CSU mobile first aid posts, automobiles, utility and support vans, RVs, etc.) are required to have a 2004 annual certified safety inspection done by March 31st, 2004.

Branches/Community Service Units are required to have a safety inspection on each of their St. John vehicles completed before March 31st, 2004. The **inspection certificate along with a copy of the current vehicle insurance slip** is to be submitted with the attached form to the Community Services Department at Council no later than March 31st, 2004.

Vehicles that have no safety certificate/insurance or fail an inspection must be immediately taken off the road and repairs/actions made in compliance with Ontario Ministry of Transport safety regulations. This is Council policy.

This policy will be monitored by Council and will be enforced. **Failure to comply with the policy, that includes the reporting process associated with having an inspection done and verifying insurance, will affect the Branch/Community Service Unit's status with Council.**

The successful pass certificate and/or a copy of the current insurance slip shall be forwarded to Council who will authorize the Branch/Community Service Unit to place the affected vehicle(s) back into service.

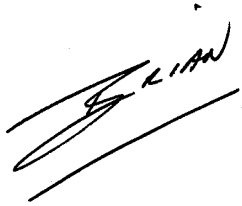
We would encourage those Branches/Community Service Units that have vehicles in a potentially fail situation to consider making repairs as soon as possible and to make

allowances in your 2004 budgets for vehicle inspections and associated repairs/replacement (if required).

Branches/Community Service Units that require vehicle replacement are encouraged to take advantage of the Stone Vehicle Acquisition Subsidy.

Should you have any questions, please contact me at Tel. 1-800-268-7581 ext. 243.

Thank you for your assistance and cooperation.

A handwritten signature in black ink, appearing to read "S. K. IAN", with a horizontal line underneath.



St. John Ambulance, Council for Ontario
2004 Vehicle Safety Compliance

TO: Community Services Department
St. John Council for Ontario
46 Wellesley Street East
Toronto, ON M4Y 1G5

Branch/Community Service Unit Name: _____

Mailing Address: _____

City: _____ Postal Code: _____

Tel #: _____ Fax #: _____ Email: _____

Year, Make & Model of Vehicle: _____

Plate Number: _____ St. John Vehicle ID Number: _____

Purpose of Vehicle: _____

Vehicle Safety Inspection Certificate attached: Yes No
If NO, Please state reason? _____

Current Vehicle Insurance Slip attached: Yes No
If NO, Please state reason? _____

Additional Comments: _____

Office Use Only: