



St. John Ambulance Saint-Jean

Council for Ontario

46 Wellesley Street East
Toronto, Ontario M4Y 1G5
Telephone: (416) 923-8411
1-800-268-7581
Facsimile: (416) 923-4856

Conseil de l'Ontario

46, rue Wellesley est
Toronto, Ontario M4Y 1G5
Téléphone: (416) 923-8411
1-800-268-7581
Télécopieur : (416) 923-4856

DATE: December 2001

TO: Branches, Patient Care Provider Units, Youth Units

c. District Chairs, District Commissioners, District Managers

FROM: Brian Cole, Manager, Community Services

SUBJECT: **2002 ANNUAL VEHICLE SAFETY INSPECTIONS**

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 or Patient Care mobile first aid posts, automobiles, utility and support vans, RVs, etc.) are required to have a 2002 annual certified safety inspection done by March 31st, 2002.

Branches and Community Service Units are required to have a safety inspection on each of their St. John vehicles completed before March 31st, 2002. The inspection certificate is to be submitted with the attached form to the Community Services Department at Council no later than March 31st, 2002.

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

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

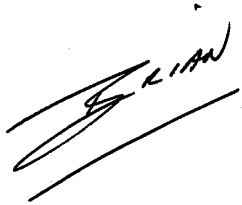
The successful pass certificate shall be forwarded to Council who will authorize the Branch/Community Service Unit to place the affected vehicle(s) back into service.

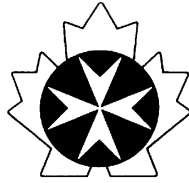
We would encourage those Branches and Community Service Units that have vehicles in a potentially fail situation to consider making repairs as soon as possible and to make allowances in your 2002 budgets for vehicle inspections and associated repairs/replacement (if required).

Branches and 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 long horizontal flourish underneath.



St. John Ambulance
2002 Vehicle Safety Inspection Certificate
Submission Form

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: _____

Make & Model of Vehicle: _____

Plate Number: _____ St. John Vehicle ID Number (if applicable): _____

Purpose of Vehicle: _____

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

Additional Comments: _____

Office Use Only: