



Village of Menands

280 Broadway
Menands, NY 12204
(518) 434-2922
Fax (518) 427-7303

VILLAGE OF MENANDS

Accident involving Village vehicle/equipment

PURPOSE: This policy is to provide guidelines for any type of accident that involves any piece of Village of Menands equipment.

SCOPE: This policy applies to all village employees.

1. **If any vehicle is involved in ANY type of accident, the vehicle is NOT to be moved. This includes in roadways.**

EXCEPTION: In Emergency Situations where the vehicle/ equipment must be moved.

CHECK FOR ANY INJURIES IN THE EQUIPMENT AND OTHER VEHICLES INVOLVED

REQUEST ANY RESOURCES IF NEEDED

2. The employee will contact the Menands Dispatcher to have the Police Department respond to the scene. This applies to accidents that happen in or out of the Village. If accident is out of the Village of Menands Local Police will respond initially.
3. The employee will then contact a Supervisor to advise them of accident.
4. The driver of the vehicle/equipment **MUST** comply with all requests made by the Police Department. This may include a statement of the accident.
5. Any employee that was on the equipment during the accident may also have to fill out a statement with the Police Department.

THE DRIVER OF THE VEHICLE/EQUIPMENT AND ALL OTHER DRIVERS INVOLVED WILL BE REQUIRED TO TAKE A FIELD SOBRITY TEST AND DRUG TESTING.