



Alberta Elevating Devices  
& Amusement Rides  
Safety Association

## Information Bulletin No. IBPR21-001 ISSUED April 2021

### **Subject: Reporting an Accident/Incident to AEDARSA**

#### **Issue:**

What is an accident/incident and how to notify AEDARSA when one may occur?

#### **Background:**

AEDARSA has been delegated by the Minister of Municipal Affairs to undertake accident/incident investigation for the province. When an accident/incident involving an elevating device occurs, the owner or person in charge must report the accident/incident to AEDARSA.

Under the *Safety Codes Act* in Section 16 of the *Administrative Items Regulation (Alberta Regulation 16/2004)*, in the event of an Accident/Incident an owner of a Passenger Ropeway or their agent must:

- Notify an administrator for the Passenger Ropeway discipline or a safety codes officer and:
- If requested submit, as soon as possible, a full written report of any accident/incident involving the Passenger Ropeway resulting in serious injury to a person or damage to the equipment

#### **Requirements:**

For accidents/incidents resulting in fatalities, injuries that require medical treatment, or serious damage to equipment, the first step is to phone the AEDARSA office.

Until an AEDARSA safety codes officer has completed an investigation of the accident/incident scene, nothing should be touched or removed from the site and surrounding area, unless it is necessary to prevent further injury, loss of life, or property damage. It is historically proven that minor injuries and even near misses can be a result of serious equipment problems. We therefore request that owners also report minor accidents/injuries for evaluation by AEDARSA with further investigation if deemed necessary.

For your convenience, a format for completing this accident/incident report is included. To report an [accident/incident](#), or for further information, please contact AEDARSA.

#### **Implementation:**

This information bulletin is implemented immediately April 2021.

Original signed by:

Rob Eeglon  
AEDARSA Safety Codes Officer

TYPE: Information	DESCRIPTION: Passenger Ropeways Accident Reporting	REGULATION: Admin Reg
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