

## **VANDALISM TO EMPLOYEES' MOTOR VEHICLES**

### **Background**

Employees' automobiles occasionally incur damage while an employee is in attendance at a function directly related to their assignment.

The District will reimburse an employee whose motor vehicle is damaged due to vandalism to the extent of the minimum deductible offered on Insurance Corporation of British Columbia motor vehicle policies.

### **Procedures**

The District will reimburse an employee whose motor vehicle is damaged due to vandalism provided:

1. The vandalism occurs while the vehicle is located on property owned or administered by the District.
2. At the time the vandalism occurs, the employee is in attendance at a function directly related to his/her assignment.
3. The employee provides the District with a receipt covering the cost of repairs.
4. That payment will be limited to the minimum deductible or the actual cost of the repair, whichever is the lesser.
5. That the employee reports the incident to the local police and also files with the District the police case number.
6. That a written statement of claim is filed by the employee certifying the above.

*Reference: Sections 6, 10, 20, 22, 23, 65, 74, 84, 85, 95 School Act  
Collective Agreements*

*SD No. 40 (New Westminster)*

*Adopted: May 30, 2017*

---

Modification to this document is not permitted without prior written consent from SD No. 40 (New Westminster)