

Electrical Distribution Safety

Serious Electrical Incident Reporting Form Electrical Safety Authority Privacy Policy

Attached is a revised copy of the Serious Electrical Incident Reporting form. The form has been revised to include a legal statement regarding the use of personal information that may be included on the form when provided to ESA. ESA requires that you discontinue use of any pre-existing forms and use the attached form for all submissions to ESA for Serious Electrical Incident reporting per section 12 of Regulation 22/04.

This is what the legal statement says:

“BY SUBMITTING PERSONAL INFORMATION TO THE ELECTRICAL SAFETY AUTHORITY, OR ITS AGENTS AND SERVICE PROVIDERS, YOU AGREE THAT ESA MAY COLLECT, USE AND DISCLOSE SUCH PERSONAL INFORMATION IN ACCORDANCE WITH ITS PRIVACY POLICY, APPLICABLE LAWS OR PURSUANT TO OUR ADMINISTRATIVE AGREEMENT WITH THE PROVINCE OF ONTARIO.

If you provide us with the personal information on behalf of another individual, you represent that you have all necessary authority and/or have obtained all necessary consents from such individual to enable us to collect, use and disclose such personal information for the purposes set forth in our Privacy Policy. A copy of our policy is located on our website at www.esasafe.com.”

What is Personal Information?

Canadian privacy laws broadly define Personal Information as information about an identifiable individual or as information that allows an individual to be identified. For the purposes of this policy, Personal Information means information about an identifiable individual as defined from time to time in applicable privacy laws. Generally, Personal Information does not include what is considered to be business contact information: your name, title or position, business address, telephone number, facsimile number, or e-mail address.

ESA has the authority under section 12 of the Safety and Consumer Statutes Administration Act to establish forms related to the administration of the legislation delegated to it. The use of the new form is required to ensure compliance with Regulation 22/04. If an old form is submitted, you will be requested to resubmit the report on the new form.

If you have forwarded the old form to other agencies, please forward the new form to them, or have them download the form from our website www.esasafe.com.

If you have any questions please contact ESA via the information below.