

Commercial Diving Institute of Canada (CDI)

CDI Critical Incident & Crisis Management Policy	April 12th, 2025
Name of Policy	Implementation Date
Vernon Johnston	April 12th, 2025
Director	Date of Last Revision

ITEM 1.1.0 CDI Critical Incident & Crisis Management Policy

All critical events or incidents generally will commence with a call through 911 Emergency Services and may include WorkSafe BC and other authorities having jurisdiction.

These events & incidents may be but are not limited to.

1. Accidents or injuries
2. Accidental Death
3. Violence or attempted violence
4. Robbery
5. Suicide
6. Natural disaster
7. A colleague or student terminal illness
8. The death of a colleague or student
9. Termination of employment
10. Student Dismissal

All critical incidents and events will be managed with the support of the RCMP & WorkSafe BC to maximize the support of an employee and or student impacted by the incident.

It is the responsibility of the school administrators to document the events and event management as part of the Health & Safety report.

ITEM 1.1.1 Province of British Columbia Critical Incident & Natural Disaster Response

The Province of BC has resources made available for critical incidents and natural disasters.

Link: <https://www2.gov.bc.ca/gov/content/careers-myhr/all-employees/health-safety-and-sick-leave-resources/workplace/critical-incident-response>

Link: <https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/embc/plans/peirs.pdf>

ITEM 1.1.2 CANADA POISON CONTROL CENTRES

Toll free: 1.844.764.7669

Poisons come in all forms, drugs, alcohol, unregulated substances, and medications. Call the Poison Centre for quick, expert help.

ITEM 1.1.3 HEALTH & SAFETY DOCUMENTATION

All critical incidents are documented on the Diving Medical Advisory Committee (DMAC), DMAC – 01 and is part of the schools Standard Operating Emergency Protocol.

All incidents and critical events are required to be reported to WorkSafe BC within 24hrs of the event or as soon as reasonably practicable. In addition, the Diver Certification Board of Canada (DCBC) and the CDI Insurance company will be notified of an incident with 24hrs.

The DMAC-01 document will be provided to the school's Diving Medical Officer (DMO) and will be provided to the authorities with less sensitive medical information unless the student agrees to the release of any medical information.

ITEM 1.1.3 FOLLOW UP PROTOCOLS

All critical incidents or events have follow-up de-briefings to ensure all the lessons learned have been addressed, policies have been adjusted where needed and any recommended additional training or resources have been addressed.