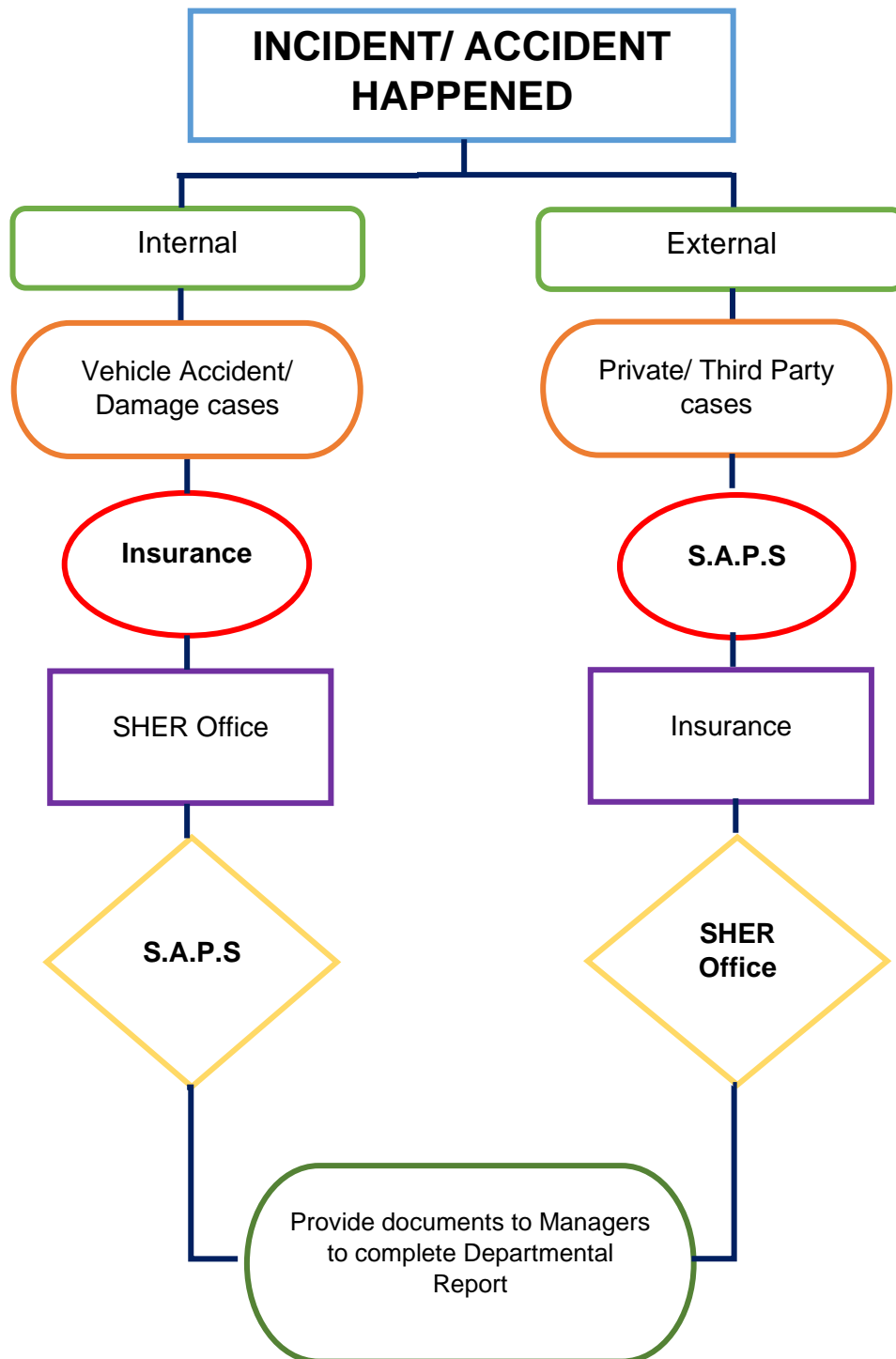




INCIDENT/ ACCIDENT INSURANCE PROCEDURE



IMPORTANT:

- ❖ **NEVER** admit **GUILT**
- ❖ Take photos
- ❖ Call Traffic/ Police where needed
- ❖ Bring all paperwork to SHER office and Insurance Office

In the case of vehicle accidents,

- ❖ inform the Fleet Management Department to arrange possible towing.
- ❖ never move the vehicle unless instructed by the SAPS or Traffic Department.