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## Steps to Handle a Company Fatality

Handling a workplace fatality requires immediate action, careful communication, and ongoing support. These key steps outline a procedure to ensure safety, legal compliance, and emotional well-being for all involved during this difficult time.



- **Immediate Response** - Secure the area, call emergency services, and provide aid if safe to do so.
- **Notification** - Notify leadership, insurance providers and report to regulatory agencies if required. Work with HR on contacting the employee's family.
- **Compliance and Legal** - Meet all reporting requirements and consult legal counsel.
- **Aftermath Management** - Cooperate with investigators, preserve evidence. Inform employees calmly, without speculation and offer counseling.
- **Administrative Tasks** - Assist with benefits management for the family.
- **Prevention and Review** - Complete a detailed review of the incident and implement any needed corrective actions.
- **Memorial and Support** - Provide ongoing support for the family and employees.



**Disclaimer:** If your company has an established policy for handling workplace fatalities, please follow those procedures as outlined.



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