



5.17 Out-of-Jurisdiction Rescue Reimbursement

5.17.1 Related Documents

- [5.17 Out-of-Jurisdiction Rescue Reimbursement Policy](#)
- [5.17 Out-of-Jurisdiction Rescue Reimbursement Annex – Reimbursement Schedule](#)
- [Out-of-Jurisdiction Rescue Expense Reimbursement Request Form](#)
- [5.17 Out-of-Jurisdiction Rescue Expense Reimbursement Request Form Instructions](#)
- [Out-of-Jurisdiction Rescue Task Report Form](#)
- [5.17 Out-of-Jurisdiction Rescue Task Report Form Instructions](#)

5.17.2 Procedures

- (1) The road rescue service provider/department must obtain a task number from the Emergency Coordination Centre (ECC) prior to the commencement of the task to ensure that responders have workers' compensation and liability coverage under this policy. The request should include details of the incident and the requesting agency. A designate may be used to contact the ECC in situations where a delay will result in life safety issues.

EMCR task numbers are provided by the ECC at 1-800-663-3456.

- (2) All responders must sign a Task Registration Form prior to commencement of work. This form is necessary for workers' compensation and liability coverage.
- (3) On completion of response, the service provider/department must call the ECC with details of the incident, number of personnel involved, and services rendered. The service provider/department must identify if there was any lost or damaged equipment. The incident must be closed before reimbursement will be made.
- (4) The ECC is to be notified immediately if a responder is injured while under task, and appropriate forms completed as per [EMCR Policy 5.07 Workers' Compensation Coverage](#).
- (5) Within 30 days of task completion, a Task Report Form, Task Registration Form, Expense Reimbursement Request Form, and the dispatch logs for the task are to be forwarded to the applicable EMCR Regional Office. If necessary, an Equipment



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Repair/Replacement Request may be held open longer for delays in repair/replacement.

- (6) Reimbursement will be determined based on the circumstances of the response. When submitting a claim, include a thorough narrative that outlines the response and equipment used.

Forms can be found at [Emergency management policies](#).

EMCR contact information can be found at [Emergency Management and Climate Readiness office contacts](#).