

TOWN OF ST. JOHN, LAKE COUNTY, INDIANA  
RESOLUTION NO. 95-07-27A

A RESOLUTION CONCERNING PROCEDURES  
TO BE FOLLOWED BY TOWN EMPLOYEES PERTAINING TO WORKER'S  
COMPENSATION CLAIMS

WHEREAS, the Town Council of the Town of St. John, Lake County, Indiana, provides worker's compensation insurance benefits to its Employees through a plan known as "Indiana Public Employers Plan" and commonly known as IPEP; and

WHEREAS, the Town Council of the Town of St. John, Lake County, Indiana, has been informed and advised that certain rules, regulations and procedures are required to be followed in the event of worker's compensation claims made by Employees of the Town who are covered through the IPEP plan; and

WHEREAS, the Town Council of the Town of St. John, Lake County, Indiana, has reviewed the rules, regulations and procedures required to be followed by the Employees of the Town concerning worker's compensation claims, and has further sought the input and counsel of its insurance agent for such coverage; and

WHEREAS, the Town Council of the Town of St. John, Lake County, Indiana, has determined that it is necessary and advisable, and in the best interests of the Employees of the Town that specific directions be provided to the Employees and Department Heads concerning the reporting rules for worker's compensation claims, as well as compliance by the Employees with all other applicable rules, regulations and procedures, as promulgated from time to time.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF ST. JOHN, LAKE COUNTY, INDIANA:

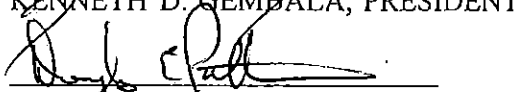
**SECTION ONE:** That all rules, regulations and procedures of IPEP, the current worker's compensation insurance provided to the Employees of the Town, be followed in all respects by the Town Employees. The Clerk-Treasurer is directed to transmit to the Department Heads of each Department of the Town all current and pertinent rules, regulations and procedures for worker's compensation insurance, and the Department Heads are each, in turn, directed to provide the same to every Employee. An acknowledgment of receipt is directed to be executed by each Employee of the Town acknowledging receipt of the current rules, regulations and procedures for the Worker's Compensation Insurance provided to the Town by IPEP. All such executed receipts are to be returned to the Clerk-Treasurer for record-keeping purposes.

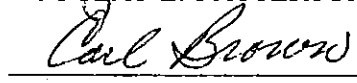
**SECTION TWO:** That in addition to the current rules, regulations and procedures of IPEP for Worker's Compensation claims, any employee injured while working for and on behalf of the Town shall be required to report that injury at the earliest opportunity after the occurrence, but in no event, shall such report be made later than seven (7) days after the occurrence of said injury sustained while working for the Town. All such reports shall be immediately delivered by the responsible Department Head to the Clerk-Treasurer, who, in turn, shall immediately transmit the same to the duly designated Insurance Representative. All work-related injuries shall be immediately reported to the duly designated and responsible Department Head.

ALL OF WHICH IS PASSED AND RESOLVED BY THE TOWN COUNCIL OF THE  
TOWN OF ST. JOHN, LAKE COUNTY, INDIANA, THIS 27TH DAY OF JULY, 1995.

TOWN OF ST. JOHN, LAKE COUNTY,  
INDIANA, TOWN COUNCIL

By:   
KENNETH D. GEMBALA, PRESIDENT

  
DOUGLAS E. PATTERSON, MEMBER

  
CARL BROWN, MEMBER

ATTEST:

  
JUDITH L. COMPANIK, CLERK-TREASURER