A596

Application for the Alternative Assessment Procedure (AAP) for Interjurisdictional Trucking and Transport

Please complete all sections of this form and return to WCB Alberta by email using the contact information on the back page.

WCB Alberta account number	Start date of interjurisdictional operations
Legal name	Trade name
Contact person	Position title
Phone number *(include area code)*	Email address
Mailing Address	

Please check all applicable.	***Workers*** travel in or through…	***Workers*** live in…	The firm has a ***place of business*** in…	**Account number** *(if you are registered in another jurisdiction)*
Alberta	☐	☐	☐	
British Columbia	☐	☐	☐	
Manitoba	☐	☐	☐	
New Brunswick	☐	☐	☐	
Newfoundland and Labrador	☐	☐	☐	
Northwest Territories and Nunavut	☐	☐	☐	
Nova Scotia	☐	☐	☐	
Ontario	☐	☐	☐	
Prince Edward Island	☐	☐	☐	
Québec	☐	☐	☐	
Saskatchewan	☐	☐	☐	
Yukon	☐	☐	☐	

Eligible industries

Please indicate the industry in which your firm is operating (check all that apply).			
Bulk Liquids Trucking	☐	General Freight Trucking	☐
Couriers, Messengers, and Delivery	☐	Specialized Freight Trucking	☐
Dry Bulk Materials Trucking	☐	Used Household and Office Goods Moving	☐
Forest Products Trucking	☐	Other (please specify)	

Declaration

- I am the applicant or its authorized agent. By submitting this application, I confirm that the applicant is seeking to elect the Alternative Assessment Procedure (AAP); is agreeing to assume obligations under the *Alberta Workers' Compensation Act*; and has read or otherwise fully understands the content, requirements, and declaration of this application. I confirm the information provided is complete and accurate.
- The applicant grants authority to the Assessing Board to provide information, including personal information, to Participating Boards which, at the sole discretion of the Assessing Board, is considered necessary for the effective administration of the AAP.

Name of authorized signing authority	Position title
Signature of authorized signing authority	Date *(yyyy-mm-dd)*

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Summary of terms and conditions

1. Once this application is accepted by WCB-Alberta (the Assessing Board), the terms and conditions form part of a legally binding contract.
2. These terms and conditions incorporate by reference the *Interjurisdictional Agreement on Workers' Compensation* (the IJA) and carry the same force and effect as that document.
3. The IJA may be revised from time to time without notice. Once published, those revisions are incorporated into these terms and conditions.
4. If this application is accepted, the firm will pay assessments for each impacted worker to the Assessing Board in accordance with the Alternative Assessment Procedure (AAP). The Assessing Board will notify the appropriate Registering Board(s) of its acceptance of the firm for the AAP.
5. If the firm employs workers living in any jurisdiction other than Alberta, the firm must contact the workers' compensation authority in that jurisdiction to ascertain whether registration is required and to secure compensation coverage for all eligible workers.
6. A worker's right to claim benefits from the jurisdiction of residence or the jurisdiction of injury is not affected by this procedure.

General information

The AAP forms part of the *Interjurisdictional Agreement on Workers' Compensation* (the IJA), an agreement between all Canadian workers' compensation authorities. Changes to the IJA are made public on the Association of Workers' Compensation Boards of Canada website, www.awcbc.org, where you can also obtain a copy of the IJA.

Each workers' compensation authority in Canada generally requires an out-of-province firm to pay premiums for every worker who travels in or through the province or territory; however, a firm that elects the AAP will pay premiums to the workers' compensation authority in the jurisdiction where a worker lives, provided the worker is eligible for compensation coverage from that jurisdiction for work undertaken anywhere in Canada. Once an application for the AAP has been approved, the Assessing Board will notify Registering Boards of the application, and a registration will generally be established in each applicable jurisdiction.

- This procedure only applies to interjurisdictional trucking.
- The assessing WCB will notify the registering WCBs on behalf of the applicant. Additional information will be provided to the registering WCBs upon request. This application is pending approval based on the acceptance from the other registering WCBs.
- The election to claim benefits from the jurisdiction of coverage or the jurisdiction of injury remains unchanged by this procedure.
- The applicant may **not** opt out of the procedure part way through a calendar year. However, they may opt-out for the following year by providing two months written notice (by October 31st).
- Employers and directors who drive trucks **must** purchase personal coverage and sign this application to be covered by workers' compensation by the Alberta-WCB.

Payment and reporting options

A firm engaged in an eligible interjurisdictional industry may elect one of the following options:

1. Report earnings and pay premiums to each workers' compensation authority for work performed in that jurisdiction. In trucking and transportation industries, earnings and premiums are based on a percentage of kilometers driven in each province or territory.
2. Elect the AAP, which allows the firm to report interjurisdictional earnings and pay premiums for a worker to the workers' compensation authority in the jurisdiction where the worker lives.

An employer who elects the AAP may only use this method of paying assessment premiums for a worker performing work in an included industry and working in more than one jurisdiction. An employer must continue to pay assessments for all other workers in the province or territory where they work.

Participation in the AAP is for a full calendar year and mid-year changes will not be permitted. To withdraw from the AAP, a firm must provide written notice to the Assessing Board and each Registering Board prior to the commencement of the applicable calendar year. The firm will then be withdrawn from the AAP effective January 1 of the next calendar year.

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