Safety Matters @Work
Workers Compensation Board of PEI

Alternative Assessment Procedure



What is the Alternative Assessment Procedure?

The Alternative Assessment Procedure (AAP) simplifies the registration and payment of Workers Compensation Board (WCB) assessments for employers and independent operators engaged in interjurisdictional trucking and transport. Employers who are approved can pay assessments to WCB Prince Edward Island (PEI) for the workers that reside in PEI instead of making payments to every province those workers travel to. This eliminates the need to report payroll and pay assessments on the same payroll in multiple jurisdictions.

Who can participate?

AAP is available to employers and independent operators that operate in the following interjurisdictional trucking and transport industries:

- Bulk liquids trucking
- Couriers, messengers, delivery
- Dry bulk materials trucking
- Forest products trucking
- Generalized/ specialized freight trucking
- Used household and office goods moving
- Interurban and rural bus transportation
- Charter bus industry
- Pilot cars
- Land scenic and sightseeing transportation

You must be an employer with one or more workers who works in more than one jurisdiction. You can also apply if you are an independent operator with personal coverage and you work in more than one jurisdiction.

What is the cost?

There is no cost for applying for AAP.

How do I apply?

To apply, complete the Application for Alternative Assessment form and submit it to WCB PEI. Once your application is accepted, WCB PEI will be the assessing board for your workers who live in PEI. This means you will report payroll and remit assessments to WCB PEI for those workers.

We will advise other WCB's that you are approved for AAP. This ensures they know you have proper coverage. You will not have to pay assessments in other jurisdictions for workers that reside in PEI.

If you employ workers that live and usually work in another province or territory, you will need to contact the WCB in that jurisdiction to apply for AAP or determine other registration requirements.

Is this the only option?

While AAP is the simplest option for reporting payroll and paying assessments, if you do not apply, you must pro-rate your worker's earnings based on the distance they travel in each jurisdiction and pay WCB premiums to each WCB in the province and territory in which they travel in.

What happens if my worker gets injured?

Injured workers can choose to apply for benefits in the province or territory where they reside or in the province or territory where they were injured.

When do I need to register?

Employers that currently employ workers that operate in more than one jurisdiction have until February 28 to apply for AAP. New employers have 30 days to apply.

You cannot opt out of AAP part way through the year. If you want to cancel for the following year, you must advise WCB PEI in writing by October 31. Cancellation will then take effect on January 1 of the next calendar year.

Do I report to other WCB's

If all of your workers reside in PEI, you do not need to report to any other WCB. If you have any workers that reside in another province or territory, you will need to report their assessable payroll and pay assessments to the WCB in that jurisdiction.

Key Points

- AAP only applies to drivers who travel in more than one province or territory.
- This agreement does not apply or extend to travel outside of Canada.
- Employers that do not participate in AAP must report and allocate their assessable earnings to the WCB of each jurisdiction their workers travel through each year.

Questions?

If you have further questions about AAP, contact Employer Services at 902-368-5680 or toll-free in Atlantic Canada at 1-800-237-5049. You can also reach us by email at safetymatters@wcb.pe.ca.

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