

# What to do in case of an accident?



## First, make sure the accident site is secure:

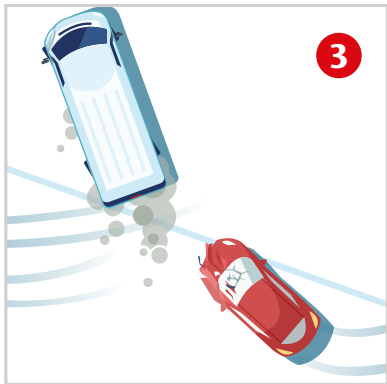
- Turn on the hazard warning lights
- Set up the warning triangle
- Put on a safety vest
- Then administer first aid (if necessary)



## In the following situations, always call the police (→ General police emergency number „110“)

- If persons have died
- If persons are injured and there are substantial damages
- If the other party has fled the scene of the accident (hit and run)
- If there are no witnesses of the accident

If persons have died or are injured, also call an ambulance (→ Rescue coordination center „112“)



## Very important: Never leave the scene of an accident yourself (hit and run).

Leaving a note on the windshield of a damaged vehicle is not sufficient.



## After this: Collect information/evidence for the insurance as well as of possible witnesses.

1. Get the **contact details of other parties in the accident as well as of possible witnesses.**
2. Do not leave the scene of the accident without first giving your contact data to the other parties, and also give our contact data to other parties.
3. Photograph the accident scene, the damages and skid marks from multiple perspectives.
4. Make a sketch of the accident and prepare an accident report with the exact place and time that the accident occurred and the extent of damages.
5. Make no statement to other parties about **your fault** regarding the accident and make **no payments.**



## And finally: Report the damages

- Report the damages promptly to your fleet leader and to us
- Use our damage report form for this
- In cases of theft, you should also inform us by telephone
- If the police, a public prosecutor or any other authority are investigating you, inform us about this immediately – even if you have already reported the accident to us