

If you decide to proceed with an objection, please read the following before completing the Objection Form (Employer Account). It will help resolve your objection and avoid unnecessary delays.

When Considering an Objection

- **Review the firm file** (if required) to ensure you understand the reasons for the decision(s) made.
- Clarify any information with the WSIB's decision-maker **before** completing the objection form.
- Review the relevant WSIB policies/Employer Classification Manual (if required) which can be accessed online, via our website (www.wsib.on.ca). From the home page, click on the "All about us" tab and select "Policy and Legislation".

IMPORTANT NOTICE

- **You have already met the time limit to appeal. There are no time limits for returning the objection form.**
- **The most common reason for changing a decision is when the WSIB receives new information.**
- **Therefore, obtain any new information you believe is needed and send it with the completed objection form.**

Representation

- You may represent yourself or use a representative of your choice.
- The **Office of the Employer Adviser (OEA)** provides employers with fewer than 100 employees with representation services at no cost. The OEA can be reached at 1-800-387-0774.

Role of the Decision-Maker

- When the completed objection form is received, the decision-maker reviews all **new** information and **reconsiders** the decision(s).
- All reconsiderations are promptly communicated.
- If the issues are not resolved to the objecting party's satisfaction, the case is referred to the Appeals Services Division. You will be notified when this occurs.

Role of Appeals Services Division

- The Appeals Services Division offers a one-level appeal process using a variety of resolution methods. If the matter proceeds to the Appeals Services Division, an Appeals Resolution Officer will contact you to discuss these resolution methods.
- An Appeals Resolution Officer's decision is the final decision of the WSIB and can only be appealed to the independent Workplace Safety & Insurance Appeals Tribunal.
- For more information about the Appeals process, please see the document entitled **Appeal Services Division - Practice and Procedures**, found on the WSIB website.

Workplace Safety and Insurance Board
200 Front Street West
Toronto ON M5V 3J1

New Information

Is there any new information that was not considered when the decision was originally made?

No Yes

If **Yes**, include this information with your objection form

What results are you seeking from this process?

Representation (if any)

Representative's Name		Organization	
Address			
City/Town			Postal Code
Telephone	FAX		

Signature

Signature		Date	(dd/mmm/yyyy)
Name		Title	

Please mail the completed form to:

**Workplace Safety & Insurance Board
200 Front Street West
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