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| **HEALTH AND SAFETY MANAGEMENT SYSTEMS** | **Logo** |
| **FIRST AID BOX CHECKLIST FORM** |

It is the responsibility of the Site Manager and appointed company vehicle driver(s) to ensure that the First Aid Kit(s) are well maintained, and any contents that are used or the ‘use by date’ has expired from the First Aid Kit are replenished.

Please use this checklist to ensure the First Aid Kit(s) contain the following:

|  |  |  |  |
| --- | --- | --- | --- |
| Site Name / Vehicle Make and Model: |  | Vehicle Reg No: |  |
| Name: |  | Date: |  |

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| --- | --- | --- | --- | --- | --- |
| **Description** | **Site First Aid Kit** | | | **Company Car** | **Quantity Required** |
| 1 – 20 Persons | 21 – 50 Persons | 50+ Persons |
| First Aid Guidance Leaflet | 1 | 1 | 1 | 1 |  |
| Sterile Washproof Plasters | 40 | 60 | 80 | 24 |  |
| Microporus Tape (2.5 cm) | 1 | 1 | 1 | 1 |  |
| Eye Pads | 4 | 6 | 8 | 2 |  |
| Sterile Eye Wash Pods | 10 | 10 | 15 | 5 |  |
| Antiseptic Wipes | 10 | 10 | 20 | 10 |  |
| Triangular Bandages | 4 | 4 | 4 | 2 |  |
| Medium Dressings | 6 | 6 | 6 | 2 |  |
| Large Dressings | 6 | 6 | 6 | 2 |  |
| Safety Pins | 12 | 12 | 12 | 12 |  |
| One Way Resuscitators | 2 | 2 | 2 | 1 |  |
| Finger Aprons (Plastic) | 2 | 4 | 6 | 2 |  |
| Disposable Latex Gloves (Pair) | 2 | 4 | 6 | 2 |  |
| Dressing Scissors | 1 | 1 | 1 | 0 |  |

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| **FORM COMPLETION** | | | |
| Signature: |  | Date: |  |

FORM TO BE HANDED TO THE CONSTRUCTION DEPARTMENT UPON COMPLETION

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| --- | --- | --- | --- |
| **FOR CONSTRUCTION DEPARTMENT** | | | |
| Date Received: |  | Initial: |  |
| Issued By (Name): |  | Date Issued: |  |
| Signature: |  | | |