

SUBSIDIARY LEGISLATION 424.13**WORK PLACE (FIRST AID) REGULATIONS**

22nd January, 2002

LEGAL NOTICE 11 of 2002.

1. The title of these regulations is the Work Place (First Aid) Regulations. Citation.

2. (1) In these regulations, unless the context otherwise requires - Interpretation.

"Act" means the Occupational Health and Safety Authority Act; Cap. 424.

"appointed person" means a person provided by the employer, who in the absence of a first-aider, otherwise takes charge of a situation in which a person or persons require first aid;

"Authority" means the Occupational Health and Safety Authority established by virtue of article 8 of the Act;

"first aid" means:

- (a) treatment for the purpose of preserving life and minimising the consequences of injury and illness until such help is obtained from a medical practitioner or nurse, and
- (b) treatment of minor injuries which would otherwise receive no treatment or which do not need treatment by a medical practitioner;

"first aider" means a person who has received training and holds a valid certificate attesting qualification issued by an organisation whose training and qualifications for first aiders were, at the time of the issue of the certificate, approved by the Superintendent of Public Health for the purposes of these regulations:

Provided that the name of those organisations approved by the Sanitary Authorities for the purposes of these regulations, shall appear in the Schedule.

General provisions. 3. (1) These regulations shall be considered as the minimum requirements in the provision of first aid.

(2) The provisions of these regulations shall apply to all employers and to all places of work.

(3) Where these regulations require the setting up of [ealt] and, or safety signs, it shall be the duty of an employer to ensure that all signs used at a workplace shall be in conformity wit] the provisions of regulations as are made for such purpose.

4. (1) An employer shall ensure that each of his workers and any other person present at the workplace shall have rapid access to first aid whenever needed. Employer to provide equipment and facilities.

(2) An employer shall provide, or ensure that there are

provided, such equipment and facilities as are adequate and appropriate in the circumstances for enabling first aid to be rendered to whosoever becomes injured or ill inside the workplace. Such facilities shall include a readily accessible and adequately maintained first aid box. Where more than fifty persons are employed, there shall be an additional box in respect of every fifty persons beyond the first fifty.

(3) First aid boxes shall be made of suitable material and designed to protect the contents, as far as possible, from damp and dust. First aid boxes shall be clearly identified as such by means of a white cross on a green background.

(4) The contents of first aid boxes shall include the following items:

- (a) a minimum of ten individually wrapped sterile adhesive dressings in various sizes;
- (b) sterile eye pads with attachment;
- (c) triangular bandages;
- (d) a minimum of six safety pins;
- (e) a minimum of three sterile unmedicated dressings in various sizes;
- (f) a suitable supply of sterile eye wash;
- (g) a minimum of three pairs of surgical gloves of different sizes.

First aiders.

5. (1) An employer shall ensure the presence at all times of such a number of first aiders as is adequate and appropriate in the circumstances for rendering first aid to his employees if they are injured or become ill at work.

(2) Where a first aider is absent in temporary and exceptional circumstances, it shall be sufficient compliance if the employer appoints a person, or ensures that a person is appointed, to take charge of the situation relating to an injured or ill employee who will need help from a medical practitioner or nurse, and of the equipment and facilities relating to the giving of first aid.

(3) There shall, in any case, be -

- (a) in a work place with relatively low hazards, including offices, shops, and banks, one first aider for every one hundred employees;
- (b) in a work place with a greater degree of hazard, including factories, ship repair and ship building yards, and docks, one first aider for every fifty employees:

Provided that where there are fewer employees than those stipulated herein, an employer shall provide an appointed person.

(4) An employer shall ensure the availability of a sufficient number of first aiders or appointed persons in the case of shift workers, with the number of first aiders and appointed persons being determined by the number of employees at work on each shift

and in the same ratio as for workers who do not work on shift.

6. (1) Where two hundred or more employees are at work in a place of work, or where the type of activity or the frequency of accidents so dictate, an employer shall provide and adequately maintain a suitably equipped first-aid room which shall be readily accessible to stretchers:

High risk areas.

Provided that the contents of a first aid room shall be commensurate with the degree of risk that is present in the place of work.

(2) In places of work which present special or unusual hazards, including the ship-building and repair industry, chemical industries, quarries and foundries, there shall be an adequately equipped first-aid room together with a suitable number of first aiders irrespective of the number of employees in that place of work.

(3) A first-aid room shall be readily available at all times when employees are at work and shall not be used for any purpose other than the rendering of first aid.

(4) A first aid room shall be positioned as near as possible to a point of access to facilitate the transfer of injured or sick persons to hospital.

(5) A first aid room shall contain suitable facilities and equipment commensurate with the level of risk present at a place of work, and shall be adequately ventilated, heated, lit, cleaned and maintained.

(6) A first-aid room shall contain a couch, and such room shall be large enough to hold the couch, with space for people to work around it.

(7) A first aid room shall be clearly identified as such by suitable signs.

7. Where employees are sent to work outside of their employer's place of work, their employer shall ensure, or ensure that there is made, adequate and appropriate first-aid provision for them:

Outside work.

Provided that if their work involves special hazards, as in the case of use of potentially dangerous tools and machinery, the employer shall provide a suitably equipped first-aid box.

8. A self-employed person shall provide, or ensure that there is provided, such equipment, if any, as is adequate and appropriate in the circumstances to enable him to render first aid to himself while he is at work, or for others to give him first aid.

Self-employed person.

9. (1) An employer shall inform his employees of the arrangements that have been made in connection with the provision of first aid, including the location of equipment, facilities and personnel and any other information as may be necessary for the employees to avail themselves of the facility.

Information to employees.

(2) The nearest location of first-aid boxes and rooms shall be

	sign-posted as is reasonably practicable. An employer shall also put up signs indicating the name of every first-aider or appointed person and how these can be contacted whenever first-aid is required.
Contents of boxes and rooms.	<p>10. (1) First aid boxes and rooms shall contain only appliances and facilities relating to the provision of first aid.</p> <p>(2) The contents of first aid boxes and rooms shall be replenished by an employer as soon as possible after use, or before their state has deteriorated to such a degree which renders them unsafe to use or otherwise unusable.</p> <p>(3) Where tap water is not available, an employer shall ensure an adequate supply of sterile water or sterile normal saline in disposable containers.</p>
Additional items may be included.	11. The Authority may, if the circumstances in any place of work so warrant, direct that additional items be included in first aid boxes or rooms in any workplace.
Non-liability for charges.	12. A worker shall in no circumstances suffer any deduction in wages or any loss of benefit and shall not be liable for any expense in respect of any measure taken by the employer pursuant to these regulations.
Onus of proof.	13. In any proceedings for an offence under these regulations consisting of a failure to comply with a duty or requirement to do something, or to do something so far as is reasonably practicable, it shall be for the accused to prove (as the case may be) that it was not practicable or not reasonably practicable to do more than was in fact done to satisfy the duty or requirement, or that there was no better practicable means than was in fact used to satisfy the duty or requirement.
Offences.	<p>14. (1) Any breach of any provision of these regulations shall be deemed an offence.</p> <p>(2) Any person who knowingly or recklessly interferes with the process of providing first aid at a place of work, shall be guilty of an offence.</p>

SCHEDULE

List of organisations whose training and qualifications for first aiders have been approved by the Superintendent of Public Health for the purposes of these regulations.

Red Cross Society

St. John Ambulance
