



COUNTY OF NORTHERN LIGHTS

POLICY

FIRST AID

CREATED: 2/9/2025

REVISED: 5/9/2025

TOTAL PAGES: 2

INTRODUCTION

First Aid is the help or assistance given to a worker who becomes injured or ill and must be done according to your training. First aid equipment and training requirements may be found in the OH&S legislation and must be complied with for the different levels of hazardous industries and distances from assistance.

POLICY

All company First aid providers must be certified and hold a valid certificate. A worker who successfully completes the training of an approved training agency must meet the standards for a certificate in emergency first aid, standard first aid or advanced first aid that are adopted by the Director of Medical Services in consultation with the Joint First Aid Training Standards Board. Management will maintain an updated record of workers at a work site who are first aiders.

FIRST AID SERVICES AND EQUIPMENT

As per Schedule 2 of the OH & S Code, first aid services and equipment are readily available at all worksites and available and accessible during all working hours. Management will ensure that the number of First Aiders at a worksite and their qualifications and training comply with Schedule 2.

Management must ensure that an ambulance service is readily available to the work site when travel conditions are normal. If an ambulance service is not readily available to the work site, or if travel conditions are not normal, must ensure that other transportation is available that:

- a) is suitable, considering the distance to be travelled and the types of acute illnesses or injuries that may occur at the work site,
- b) protects occupants from the weather,
- c) has systems that allow the occupants to communicate with the health care facility to which the injured or ill worker is being taken, and
- d) Can accommodate a stretcher and an accompanying person if required to.

DUTY TO REPORT

If a worker has an acute illness, or injury at the work site, the worker must report the illness or injury to the employer as soon as is practicable.

All employees, visitors or subcontractors must record every acute illness or injury that occurs at the work site in a record maintained in each first aid kit as soon as is practicable after the illness or injury is reported to the employer.

Investigating incidents – everything from close calls to fatalities is a legal requirement and a key instrument to improving safety. Therefore, the investigator's mandate is clear: employ a thorough data collection and analysis protocol to find the causes that led to the incident. Once the causes have been established, the development of corrective actions to prevent the same or similar incidents from occurring again.

The following types of incidents must be investigated:

- Any incident that results in a personal injury.
- Any close call incident that has potential for personal injury.



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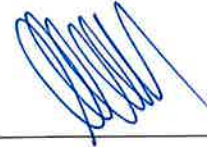
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COMMUNICATION

As per the company's Safety Management System Manual, and corporate communication policy, all applicable policies and procedures are reviewed with all new employees prior to engaging in any work activities (during orientation) and annually with seasonal/returning employees (refresher training).



Chief Elected Official

Chief Administrative Officer