

First Aid

Purpose:

The Purpose of this standard is to establish the guidelines for best practices for each and every employee regarding First Aid.

Scope:

This standard applies to each and every member of BPC team.

Roles and Responsibilities:

Senior Management: Has taken on the responsibility to ensure that every team member is offered the opportunity to attend the first aid course provided by St. John's Ambulance at no cost to them. BPC will ensure at minimum there is one trained staff member onsite at all times.

Safety Coordinator: is to ensure that a copy of each team members' certificate is kept on file and a copy of valid certificates are to be posted in the shop.

Team Members of BPC: Each and every member of BPC's team is encouraged to attend St. John's Ambulance First Aid training. They are expected to provide the safety coordinator their certificate for record keeping purposes.

Procedures:

It is the policy of Burlington Paving Company Limited to ensure our facility and agents comply with Regulation 1101

Communication:

This policy will be communicated at each spring start up Safety Meeting. A copy of this policy is to be kept in each employee's safety binder to be reviewed and updated yearly.

Training/Implementation and Evaluation:

Training log to be maintained and a copy of each staff members' certificate is to be kept on file.
Use first aid kit logs to evaluate