

Appendix

5

- four individually wrapped triangular bandages (preferably sterile);
- six safety pins;
- six medium sized individually wrapped sterile unmedicated wound dressings - approximately 12 cm x 12 cm;
- two large sterile individually wrapped unmedicated wound dressings - approximately 18 cm x 18 cm;
- one pair of disposable gloves.

This is a suggested contents list only; equivalent but different items will be considered acceptable.

32 The contents of first-aid containers should be examined frequently and should be restocked as soon as possible after use. Sufficient supplies should be held in a back-up stock on site. Care should be taken to discard items safely after the expiry date has passed.

33 All first-aid containers must be identified by a white cross on a green background⁶.

Additional first-aid materials and equipment

34 The assessment may conclude that there is a need for additional materials and equipment, for example scissors, adhesive tape, disposable aprons, individually wrapped moist wipes. These may be kept in the first-aid container if there is room. But they may be stored separately as long as they are available for use if required.

35 In particular circumstances the assessment might identify a need for items such as protective equipment, in case, for example, first aiders have to enter dangerous atmospheres; or blankets to protect casualties from the elements. These additional items should be securely stored near the first-aid container, in the first-aid room or in the hazard area, as appropriate. It is important that access to these items is restricted to people trained in their use.

36 Where mains tap water is not readily available for eye irrigation, at least a litre of sterile water or sterile normal saline (0.9%) in sealed, disposable containers should be provided. Once the seal has been broken, the containers should not be kept for reuse. The container should not be used after the expiry date.

Travelling first-aid kits

37 First-aid kits for travelling workers would typically contain:

- a leaflet giving general guidance on first aid (for example HSE leaflet *Basic advice on first aid at work*³);
- six individually wrapped sterile adhesive dressings;
- one large sterile unmedicated dressing - approximately 18 cm x 18 cm;
- two triangular bandages;
- two safety pins;

- individually wrapped moist cleansing wipes;
- one pair of disposable gloves.

This is a suggested contents list only; equivalent but different items will be considered acceptable. As with first-aid containers, the contents of kits should be kept stocked from the back-up stock at the home site.

First-aid rooms

38 Employers should provide a suitable first-aid room or rooms where the assessment of first-aid needs identifies this as necessary. The first-aid room(s) should contain essential first-aid facilities and equipment, be easily accessible to stretchers and be clearly signposted and identified. If possible, the room(s) should be reserved exclusively for giving first aid.

39 A first-aid room or rooms will usually be necessary in establishments with high risks, such as shipbuilding firms, chemical industries or large construction sites and in larger premises at a distance from medical services. A designated person should be given responsibility for the room.

40 To be effective, first-aid rooms should:

- be large enough to hold a couch, with enough space at each side for people to work, a desk, a chair and any necessary additional equipment;
- have washable surfaces and adequate heating, ventilation, and lighting;
- be kept clean, tidy, accessible and available for use at all times when employees are at work;
- be positioned as near as possible to a point of access for transport to hospital;
- display a notice on the door advising of the names, locations and, if appropriate, telephone extensions of first aiders and how to contact them.

41 Typical examples of the facilities and equipment a first-aid room may contain are:

- a sink with hot and cold running water;
- drinking water and disposable cups;
- soap and paper towels;
- a store for first-aid materials;
- foot-operated refuse containers, lined with disposable yellow clinical waste bags or a container suitable for the safe disposal of clinical waste;
- a couch with waterproof protection and clean pillows and blankets;
- a chair;
- a telephone or other communication equipment;
- a record book for recording incidents where first aid has been given (see paragraphs 56-57).

HSE GUIDE

WORKING ALONE IN SAFETY

- checks that a lone worker has returned to their base or home on completion of a task.

What happens if a person becomes ill, has an accident, or there is an emergency?

Lone workers should be capable of responding correctly to emergencies. Risk assessment should identify foreseeable events. Emergency procedures should be established and employees trained in them. Information about emergency procedures and danger areas should be given to lone workers who visit your premises. Lone workers should have access to adequate first-aid facilities and mobile workers should carry a first-aid kit suitable for treating minor injuries.

Occasionally risk assessment may indicate that lone workers need training in first aid.

Employers Liability Insurance

Under the Employers Liability (Compulsory) Insurance (ELCI) Act 1969 most employers are required by law to insure their employees against workplace injury or disease. If you employ people who are lone workers then they must be included in your ELCI cover.

Further information

Confined Spaces Regulations 1997 SI 1997/1713 The Stationery Office 1997
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Safe work in confined spaces. Confined Spaces Regulations 1997. Approved Code of Practice L101 HSE Books 1997 0 7176 1405 0