

# First Aid Box



## What belongs in a first aid box?

Below is a suggested list of items that should be included in a first aid container. Employers should decide what to include, based on a risk assessment of the site operations.

### Basic first aid kit content

- A leaflet with general guidance on first aid.
- 2 sterile eye pads.
- 20 sterile adhesive plasters of assorted sizes.
- 4 triangular bandages.
- Antiseptic swabs for cleaning wounds.
- Alcohol for disinfecting tweezers, scissors, etc.
- 2 pairs of disposable gloves.
- 6 safety pins.
- 6 medium sized sterile unmedicated wound dressings.

### Further guidance

- The first aid box contents will vary depending on the industrial context e.g. eye bath where chemicals are used.
- Contents should be checked frequently and restocked after use.
- Expiry dates should be monitored monthly and recorded on the first aid box, and items should be discarded and replaced.
- At least one first aid box should be available in every department, or per 50 workers if the department is large.
- When working away from a factory (e.g. a palm oil plantation), at least one first aid kit must be provided for each work party.
- Prescription drugs should not be included in the first aid box.
- Boxes should be unlocked, highly visible and placed in a prominent and easily accessible area of the workplace.

### First aid training

- At least 2 people from each department should be trained in first aid.
- Training should be conducted by a recognised medical organisation.
- Copies of first aid certificates should be kept on site and the original certificate should be issued to workers.
- Contact details of first-aiders should be displayed prominently on site.

**!** All workers must be able to access the first aid equipment needed at all times.



The contents of the first aid box should be appropriate to the industry.



First aid supplies should be safely discarded.

### Additional information and resources

- [ILO Occupational Safety and Health Convention](#)
- [Sample - health and safety policy](#)
- [Sample - workers' training guidance](#)
- [Sample - training records: description](#)
- [Sample - training records: attendance register](#)
- [Sample - H&S risk assessment](#)
- [Sample - accident report](#)