

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	1 of 8

Brunel Energy, Inc.

First Aid

Contents

1. Purpose	2
2. Applicability	2
3. Definitions	2
4. Responsibilities	2
5. Procedure	3
5.1. First Aid Equipment Specifications	3
5.2. Medical Aid & Response	3
5.3. Transportation	4
6. Training	4
7. Reference	5
8. Appendix	5

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	2 of 8

1. Purpose

- 1.1. Brunel Energy, Inc., hereinafter referred to as, the “Company,” has established a program compliant with OSHA regulations to establish the minimum first aid supplied, equipment and actions to properly respond to first aid injuries.
- 1.2. The Company shall ensure the availability of medical personnel for advice and consultation on matters of occupational health.

2. Applicability

- 2.1. This policy applies to employees, subcontractors and/or visitor(s) of the Company. For the purposes of this policy, an employee shall be considered on the job whenever he/she is:
 - 2.1.1. On or in, any Company or client property, including parking areas; or
 - 2.1.2. On Company time, even if off Company premises (including paid lunch, rest periods and periods of being on call).
- 2.2. As a condition of employment, Company employees are required to abide by additional governmental or customer policies and requirements that may be imposed at a worksite in addition to the requirements of these policies and procedures. Nothing set forth in this policy constitutes, construes, or interprets in any way as a contract of employment.

3. Definitions

- 3.1. **American Red Cross**, also known as The American National Red Cross, is a humanitarian organization that provides emergency assistance, disaster relief, and disaster preparedness education in the United States.
- 3.2. **First aid** refers to medical attention that is usually administered immediately after the injury occurs and at the location where it occurred. It often consists of a one-time, short-term treatment and requires little technology or training to administer. First aid cases are not required to be documented on the OSHA 300 logs.
- 3.3. **Universal Precautions** means that the aid giver treats all bodily fluids as if they were contaminated.

4. Responsibilities

- 4.1. Manager(s) shall:
 - 4.1.1. Be responsible for implementing, supporting, and enforcing the requirements of this Program in their locations and shall:
- 4.2. HSE Supervisor(s) shall:
 - 4.2.1. Be responsible for corresponding with the Red Cross or an equivalent to keep employee training levels current.

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	3 of 8

- 4.2.2. Ensure that a minimum of one employee, with a valid certificate, shall be present to render first aid at all times if work is being performed or if medical assistance is not available within 3-4 minutes.
- 4.2.3. Ensure that provisions shall have been made prior to commencement of a project for prompt medical attention, including transportation, in case of serious injury.
- 4.2.4. Ensure adequate first aid supplies and equipment are easily accessible.
- 4.2.5. Ensure that in areas where 911 is not available, the telephone numbers of the physicians, hospitals, or ambulance to be used shall be conspicuously posted.
- 4.3. Employee(s) shall:
 - 4.3.1. Be responsible for attending all assigned training and using first aid materials in a safe and responsible manner. Employees shall immediately report all first aid injuries to management.

5. Procedure

5.1. First Aid Equipment Specifications

- 5.1.1. All first aid cases shall be recorded in the First Aid Log.
- 5.1.2. First aid supplies shall be readily available when required.
- 5.1.3. First aid kits shall be placed in a weatherproof container with individual sealed packages of each type of item and shall be checked by the employer before being sent out on each job and at least weekly on each job to ensure that the expended items are replaced.
- 5.1.4. Proper equipment for prompt transportation of the injured person to a physician or hospital or a communication system for contacting necessary ambulance service shall be provided.
- 5.1.5. In areas where 911 is not available, the telephone numbers of the physicians, hospitals, or ambulances shall be conspicuously posted.
- 5.1.6. Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities, emergency eye and body washing equipment, shall be readily available in the work area for immediate emergency use.
- 5.1.7. First aid kits must be inspected periodically to ensure they are adequately stocked, and first aid medication is not expired.

5.2. Medical Aid & Response

- 5.2.1. At a minimum one American Red Cross (or equivalent) trained employee, shall be present to render first aid at all times work is being performed if medical assistance is not available within 3-4 minutes.
- 5.2.2. All minor first aid is to be self-rendered. Because of the risks presented by certain bloodborne pathogens, no one is allowed to tend the minor injuries of another.

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	4 of 8

5.2.3. Employees authorized to render first aid will always observe Universal Precautions. Trained and certified employees should be equipped with protective gloves and other required paraphernalia.

5.3. Transportation

5.3.1. Based on the first responder's assessment of the injuries involved, the first responder shall decide whether the injured requires to be taken directly to a hospital's emergency room, occupational medicine provider or administer first aid on location. Examples of serious injuries that result in the injured being transported to a medical provider are those resulting in severe blood loss, possible permanent disfigurement, head trauma, spinal injuries, internal injuries, or loss of consciousness. Keep in mind that the needs and wellbeing of the injured are the first priority.

5.3.2. To better prepare for transportation to the nearest health care facility in the event of an incident, proper equipment for prompt transportation of the injured person to a physician or hospital or a communication system for contacting necessary ambulance service shall be provided.

5.3.2.1. Choices to consider include: private automobile, the Company vehicle, helicopter, EMS vehicles including medi-vac helicopters, or any other transportation that can provide safe transportation to the hospital or doctor's office in order to provide medical attention to the injured in the quickest manner without any additional complications or injuries to the injured employee.

5.3.3. Transportation needs must be preplanned and coordinated with the transportation provider prior to an incident requiring such service.

6. Training

6.1. Volunteers or selected employees are trained by the American Red Cross (or equivalent) in CPR and first aid.

6.2. CPR training must be re-certified once every two years.

6.3. First aid training must be re-certified once every two years with a refresher on first aid between certifications.

6.4. Refresher training shall be conducted as set out by OSHA or the American Red Cross to ensure competence.

6.5. The Company shall keep training records for all employees.

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	5 of 8

7. Reference

- 7.1. American Red Cross
- 7.2. OSHA 1926.50 - Medical services and first aid
- 7.3. OSHA 1910.266 App A - First-aid Kits (Mandatory)

8. Appendix

- 8.1. First Aid Log
- 8.2. First Aid Kit Checklist

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	6 of 8

APPENDIX 8.1 FIRST AID LOG

LOCATION: _____

The purpose of recording first aid and supplies as they occur and as they are used is to track repetition of injuries or illnesses in the workplace that could possibly be prevented or alleviated.

DATE	NAME	SIGNATURE	DESCRIPTION (Include injured body part- e.g., finger, palm, etc.)	QUANTITY (Include treatment provided and materials used)

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	7 of 8

APPENDIX 8.2 FIRST AID CHECKLIST

All labeling and markings shall be legible and permanent. Where adhesive labels are used, they shall not be easily removed. Each kit and/or location shall be visibly marked as a place where first aid supplies are located. The contents of the first-aid kit listed should be adequate for small worksites, consisting of two to three employees. When larger operations or multiple operations are being conducted at the same location, additional first-aid kits should be provided at the work site or additional quantities of supplies should be included in the first-aid kits:

DATE OF INSPECTION	NAME OF INSPECTOR	SUPPLIES DESCRIPTION	QUANTITY
		Gauze pads 4 x 4 in.	
		Two large gauze pads 8 x 10 in	
		Box adhesive bandages	
		One package gauze roller bandage at least 2 inches wide.	
		Two triangular bandages.	
		Burn dressing. (Gel soaked)	
		Burn treatment gel (individually wrapped)	
		Wound cleaning agent such as sealed moistened towelettes.	
		Scissors.	
		At least one blanket.	
		Tweezers.	
		Adhesive tape.	
		Latex gloves.	

Version: 24.0	First Aid	
	Effective Date	May 20, 2024
	Page	8 of 8

		Resuscitation Equipment such as resuscitation bag, airway, or pocket mask.	
		Two elastic wraps	
		Eye Covering with means of attachment.	
		Splint	
		Directions for requesting emergency assistance	
		First Aid guide	
		Tourniquet	
		Hand Sanitizer	
		Cold Pack	
		Trauma Pad	