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Date:	06 March 2010
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Level 2

First Aid at Work

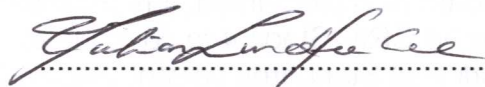
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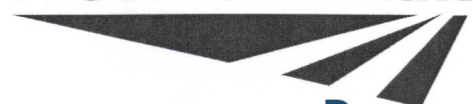
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Issue record

Issue	Date	Comments
2	May 2004	Revised for issue as part of HSSM
3	June 2005	Full revision and reissue
4	August 2008	Update of job titles as a result of the Maintenance 2A and Engineering reorganisations in August 2008. Reformatted to the revised Standards Templates. Renumbered from NR/SP/OHS/00110 to NR/L2/OHS/00110 to comply with revised Standards numbering system. No other changes made.
5	March 2010	Revised to incorporate changes to the Health and Safety Executive guidance to the Health and Safety (First Aid) Regulations 1981

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 05 June 2010.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 4 to continue to comply with the Issue of any relevant Network Rail Standards current when GRIP Stage 4 was reached and not to comply with requirements contained herein, unless the designated Standard Owner has stipulated otherwise in the accompanying Briefing Note.

Reference documentation

L74	The Health and Safety (First Aid) Regulations 1981 and Approved Code of Practice and Guidance
L21	The Management of Health and Safety at Work Regulations 1999 and Approved Code of Practice and Guidance
L64	The Health and Safety (Safety Signs and Signals) Regulations 1996 and Guidance
NR/SP/OHS/00102	Occupational Health and Safety Manual – Work Activity Risk Assessment
NR/L2/CTM/014	Competence & Training in Overhead Line Engineering

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1 Purpose

This First Aid at Work standard sets out the corporate arrangements for the provision of first aid in the workplace in accordance with the relevant legislation. The level of first aid provision is risk based and is defined by the number of Network Rail employees in the workplace or worksite and the level of health and safety risk posed by the work activities undertaken.

2 Scope

The procedure applies to all staffed Network Rail workplaces (including vehicles owned or long term leased by Network Rail but excluding company cars and short term hire cars) and employees, regardless of function or location.

3 Definitions

First Aid	The collective term covering the facilities, equipment and competent people provided at the workplace to offer emergency medical assistance in the event of injury or illness. This includes treatment for the purpose of preserving life until professional treatment can be obtained, and the treatment of minor injuries that do not require professional medical attention.
Appointed Person	A nominated individual with specific responsibility for checking that first aid equipment is maintained in a state of readiness, and taking charge of any medical emergency by calling for an ambulance. The appointed person is not necessarily a trained first aider.
First Aider	Someone who has successfully completed a full three day First Aid at Work (FAW) training course or a one-day Emergency First Aid at Work (EFAW) training course approved by the Health and Safety Executive and (where necessary) subsequent refresher training.
Full First Aider	Someone who has successfully completed a full three day First Aid at Work (FAW) training course approved by the Health and Safety Executive and (where necessary) subsequent refresher training.
Emergency First Aider	Someone who has successfully completed a one-day Emergency First Aid at Work (EFAW) training course approved by the Health and Safety Executive and (where necessary) subsequent refresher training.
First Aid for Electrical Accidents	A supplementary training course on first aid for electrical accidents and a pre requisite competence for personnel wishing to be appointed under NR/L2/CTM/014.
Lone worker	Someone who is usually unaccompanied while they are working.

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Risk	In the context of first aid, the combination of the severity of an injury or illness with the likelihood of that injury or illness actually happening.
Vulnerable Individual	A worker whose physical characteristics increase the risk of injury or illness. Examples of vulnerability include disabled workers, inexperienced workers, pregnant women, or people suffering from epilepsy, haemophilia or diabetes.
Responsible Person	Person responsible for carrying out first aid risk assessments and for the implementation of a suitable level of first aid provision. For a list of responsible people see Appendix A

4 Introduction

The First Aid at Work Regulations (“the regulations”) require that employers provide employees with access to adequate and appropriate first-aid equipment and facilities while they are at work, including situations where shift work is undertaken out of normal office hours.

Equipment and facilities include the provision of first aid kits, first aid rooms and designated trained first aid personnel. What is considered adequate and appropriate is to be determined through risk assessment which consider where any injuries are likely to occur and their potential nature.

Employees shall be informed of all arrangements for first-aid provision in the workplace.

This procedure sets out a framework for compliance with the regulations. It provides a methodology for assessing the risk so that adequate and appropriate first-aid facilities are made available to Network Rail employees in proportion to the risks from their working environment.

5 Procedure

5.1 Assessing the risk

The first aid arrangements provided at any location shall be consistent with the level of risk at that location. The Responsible Person shall use the basic first aid risk assessment (see Appendix B) to quantify the level of risk. A more detailed assessment may need to be carried out in workplaces where the duties undertaken pose an exceptional level of risk, in this instance the Work Activity Risk Assessment (see NR/SP/OHS/00102) shall be used as guidance in determining the level of extra first aid provision and any additional skills/materials required.

Where a Work Activity Risk Assessment is not available (for example, for activities in locations that are usually un-staffed or that are not controlled by Network Rail), the Responsible Person shall undertake a first aid risk assessment and provide the required level of first aid provision before allowing work to commence.