

The intent of this document is to provide the learner with the minimum requirements to be met/complied with & maintained to ensure the management of First Aid in the workplace in compliance with **General Safety Regulation 3(1) – (9)** to minimise the severity & impact of injuries in the workplace.

REQUIREMENTS:

APPOINTMENT OF FIRST AIDER/AIDERS

A competent person must be trained & appointed in a workplace where more than 10 employees are employed. For every group of up to 50 employees, or in the case of a shop or an office. (Check Basic Conditions of Employment Act, 1993 (Act 3 of 1983) for every group of up to 100 employees, at least one person is readily available during normal working hours who is in possession of a valid certificate of competency in first aid. (See attachment – The changes of First Aid Training in South Africa)

SUMMARISED FIRST AID REQUIREMENTS

- ✓ Competent, trained First aiders must be appointed. (Remember the Regulations provide you with the minimum requirements to be met, the layout of your workplace or client specifications may require that you exceed the minimum requirements with regards to the appointment of First Aiders)
- ✓ Employers take reasonable steps to ensure that persons at work receive prompt first aid treatment in case of injury or emergency.
- ✓ First aid boxes must be provided for all workplaces & stocked according to the scope of work/industry requirements, & risks identified under the company risk profile.
- ✓ First aiders should also be provided with a copy of all MSDS for all HCS in a specific workplace & where there is a **(1) high-risk substance or toxic, corrosive or similar hazardous substance used, manufactured, handles or processed, said first aiders should be trained in the treatment of injuries that may result from such activities.**
- ✓ Where a workplace handles, processes or manufactures **(1)** it is advisable that an eye wash station/fountain or some similar facility is available in the vicinity where **(1)** are present
- ✓ Where there is a risk of exposure, contact or absorption of **(1)** employers are advised to make sure there are fast acting showers or similar facilities in the immediate vicinity.
- ✓ NOTE RECORDS OF TRAINING IN THE AFOREMENTIONED **(1)** MUST BE PRODUCED ON REQUEST.
- ✓ First aid boxes must be inspected periodically & re-stocked when required. (it is important to note here, that the First aiders should ensure their First aid kits are re-stocked & that there is record of any items that have been disposed of due to expiry dates or damage, alternatively the company may be required to provide an incident register, this can be problematic in an audit, if no incidents are recorded & stock is missing from the First Aid Box) A contractor can be perceived as dishonest/untrustworthy as it may appear that they are “hiding/covering up incidents”
- ✓ It is good practice that each first aid box is allocated to a specific first aider, that is responsible for the control of the First Aid box.
- ✓ The location of first aid boxes must be indicated on the site layout plan/workplace layout plan.
- ✓ The names of First Aiders should be communicated with all employees, listed in the Emergency Response plan & the location of First aid boxes should be indicated by signs depicted below:



The changes of first aid training in South Africa.

Department of Employment & Labour denies an extension to Notice 682 of 2020.

In a letter received on 17 March 2021, the Department of Employment & Labour (DEL) – Chief Inspector for Occupational Health & Safety, Mr Tibor Szana, has denied our Section 40 application letter submitted on 21 January 2021 for the extension of Notice 682 of 2020 for a further 12 months.

This means that as of the **31 March 2021 First Aid Level 1, 2 & 3 will no longer have any legal standing in terms of General Safety Regulation 3.4 for the appointed first aiders in the workplace.**

As First Aid Level 1, 2 & 3 standards were issued & approved by the DEL, these courses will cease to exist after 31 March 2021 in terms of the DEL's Notice 682 of 2020. In terms of workplace requirements, as directed by General Safety Regulation 3.4, any certificates issued for First Aid Level 1, 2 & 3 courses from 1 April 2021 will have no legal standing, as DEL recognised training will be dealt with by the Quality Council for Trades & Occupations (QCTO) or their Quality Assurance Partners (QAPs) (i.e. SETA).

“QCTO/ SETA Accredited & DEL approved” Training Providers.

Current accredited & approved providers can continue, providing only Skills Programmes/ Unit Standard training only, which include:

- US 119567 – Perform basic life support & first aid procedures – replaces first aid level 1.
- US 120496 – Provide risk-based primary emergency care/first aid in the workplace – replaces first aid level 2.
- US 376480 – Provide first aid as an advanced first responder – replaces first aid level 3.
- US 14656 – Demonstrate an understanding of sexuality & sexually transmitted infections including HIV/AIDS.

Learners are encouraged to constantly check for OHS updates, changes in Legislation, regulations, municipal by-laws or any other standards or requirements as may be applicable to their specific scope of work, or industry.