

FIRST AID TRAINING AND COMPLIANCE CHECKLIST

NO	CHECKLIST	YES	NO	COMMENTS
1.	Employees trained in first aid			
2.	Training records up-to-date			
3.	Regular first aid drills conducted			
4.	Compliance with legal requirements			
5.	Feedback from training sessions reviewed			
6.	Adequate number of trained first aiders on site			

7.	First aid training schedule is up-to-date			
8.	Training includes CPR and AED usage			
9.	Training includes handling of specific workplace hazards			
10.	Refresher courses provided regularly			
11.	Records of incidents and first aid provided are maintained			
12.	Training materials are current and relevant			
13.	First aid roles and responsibilities are clear			

14. Emergency response plan includes first aid procedures

15. First aid policies and procedures are reviewed regularly

Further Comments & Action

Large empty area for further comments and action.