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| Checklist for Emergency Procedures and First Aid (partial list) |
| Emergency Procedures | Yes | No |
| Are there emergency procedures in place for your workplace? |  |  |
| Did workers and the Joint OHS Committee participate in developing the procedures? |  |  |
| Is everyone familiar with the procedures, their roles and responsibilities? |  |  |
| Are there enough emergency exits available throughout the workplace? |  |  |
| Are emergency exits clearly marked and free of obstructions? |  |  |
| Are there enough properly serviced and approved fire extinguishers? |  |  |
| First Aid |  |  |
| Is there a properly stocked first aid box? |  |  |
| Is the first aid kit inspected and restocked regularly? |  |  |
| Do workers know where the first aid box is? |  |  |
| Is someone trained in first aid always available? |  |  |
| Do workers know whom to contact to get first aid? |  |  |
| Is an up-to-date first aid register kept to record injuries? |  |  |
| Is the register inspected regularly to look for trends and sources of injury? |  |  |
| Are all accidents and dangerous occurrences (near misses) reported and investigated? |  |  |
| Are injuries reported to the Workers’ Safety & Compensation Commission (WSCC)? |  |  |