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Talk No. 48	PROCEDURES
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Start time	End	Duration
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**1. Introduction:**

1.1 Whilst the emphasis is on safety, the construction industry is a high-risk business and the possibility of an accident. It is important that all know the circumstances.

**2. Main Points:**

- 2.1 All accidents and near accidents are reported.
- 2.2 All must know who the appointed first-aiders are.
- 2.3 All should know the location of the first aid kit and how to call the emergency services.

**3. Points to remember**

- 3.1 Know the name and location of the appointed person/first aider and the location of the first aid kit.
- 3.2 If you are going to be away from the site for a long time, consider a small first aid kit to take with you.
- 3.3 Know the basic rules for first aid:
  - 3.3.1 Remove hazards if possible.
  - 3.3.2 Call for help if necessary.
  - 3.3.3 Send someone to get help if necessary.
  - 3.3.4 Do not move the casualty unless in immediate danger.
  - 3.3.5 Make the casualty comfortable and remain with him/her if possible and providing reasonable first aid.
  - 3.3.6 Don't give food or drink to the casualty — moisten lips if necessary.
  - 3.3.7 Do not allow the casualty to be left alone.
- 3.4 Consider what you know about first aid:
  - 3.4.1 Do you know how to stop bleeding?
  - 3.4.2 How to stop a casualty from choking?
  - 3.4.3 How to treat a casualty with a head injury?
- 3.5 These comprise basic first aid and can save a life both at home and at work. If you do not wish to consider first aid training.

3.6 Accidents and near  
to enable the imple

gated to establish the cause and  
etc to prevent recurrence.

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Notes

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**ATTEN SHEET**

Talk No. 48

PROCEDURES

All operatives **listed and signed** below

Box Talk.

Date .....

**NAME**

NAME

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