

3. FIRST AID STATION

Treasury Board Manual on Occupational Safety and Health, Chapter 2-5 and the Canada Labour Code, Part II, require that each department provide emergency response plans and procedures for the department and its employees and first-aid services to employees during working hours.

In the L.B. Pearson Building there is now a first aid room located in the former Health Canada health unit across from the entrance to 'C' Tower. The first aid room is equipped in accordance with the requirements of the Treasury Board Manual on Occupational Safety and Health, Chapter 2-5. There is also a 24-hour first-aid station located in ISRG at the Building Fire/Safety Control Centre, ground-level Tower B. This station is staffed by trained first aiders and can be reached by calling **992-1150** or **992-5452** or directly by lifting the receiver of the **Red Emergency telephone** located on each floor adjacent to the stairwells. You should also be aware that all Commissionaires are trained in first aid emergency procedures.

When an employee requires the use of the first aid room, it is important that he or she be accompanied by a qualified first aider who will administer first aid, make the necessary entries in the record book and ensure that the affected employee is not left unattended for long periods of time. For access to the first aid room please call **992-1150** or **992-5452** or enquire at the Main Lobby Reception Desk.

First aid kits are located on each floor of the building, near the Red Emergency phone. They are checked and restocked on a regular basis. If you should find that the kit on your floor is not complete, please contact the Building Fire/Safety Control Centre at 992-1150.

If you require assistance for minor first aid situations, contact the **Building Fire/Safety Control Centre** at **992-1150/992-5452**. In cases of major medical emergencies dial **8+ 911** and then the **Building Fire/Safety Control Centre**.

Emergency Numbers:

Ambulance8+ 911

Building Fire/Safety Control Centre.....992-1150/992-5452