

1964 No. 970

SHOPS AND OFFICES

**The Offices, Shops and Railway Premises First Aid
Order 1964**

Made - - - - - 25th June 1964

Coming into Operation—

Article 4 - - - - - 1st September 1965

Remainder - - - - - 1st December 1964

The Minister of Labour by virtue of the powers conferred on him by sections 24(2) and (6) and 80(3) and (4) of the Offices, Shops and Railway Premises Act 1963(a) (hereafter in this Order referred to as “the Act”) and of all other powers enabling him in that behalf, hereby makes the following Order:—

1.—(1) This Order may be cited as the Offices, Shops and Railway Premises First Aid Order 1964 and shall come into operation on 1st December 1964 with the exception of Article 4 which shall come into operation on 1st September 1965.

(2) The Interpretation Act 1889(b) shall apply to the interpretation of this Order as it applies to the interpretation of an Act of Parliament.

(3) In this Order—

“approved” means approved for the time being by instrument in writing by the Minister of Labour;

“first-aid box or cupboard” means a first-aid box or cupboard required by section 24 of the Act to be provided.

2. Each first-aid box or cupboard required by section 24(1) of the Act to be provided in the case of any office, shop or railway premises to which the Act applies shall contain first-aid requisites and appliances of the descriptions and in the quantities specified in the provisions of the Schedule to this Order appropriate to the premises in the case of which the box or cupboard is so provided and to the circumstances for the time being existing therein.

3. All materials for dressings required by this Order to be contained in first-aid boxes and cupboards shall be those designated in, and of a grade or quality not lower than the standard specified by, the British Pharmaceutical Codex and any supplement thereto, being the British Pharmaceutical Codex and any supplement current at the date of this Order or approved for the purposes of this Order.

4.—(1) For the purposes of section 24 of the Act a person shall be deemed not to be trained in first-aid treatment unless—

(a) he is a registered or enrolled nurse within the meaning of the Nurses Acts 1957 and 1961(c) or the Nurses (Scotland) Acts 1951 and 1961(d);
or

(a) 1963 c. 41. (b) 52 & 53 Vict. c. 63. (c) 5 & 6 Eliz. 2. c. 15 and 9 & 10 Eliz. 2. c. 14.
(d) 14 & 15 Geo. 6. c. 55 and 9 & 10 Eliz. 2. c. 14.

- (b) he is the holder of a certificate in first-aid issued within the immediately preceding period of three years by, or is otherwise recognised as being qualified in first-aid treatment by, a training organisation:

Provided that until the expiration of 31st December 1966 a person shall be deemed to be so trained if at any time during the period of ten years immediately preceding the date of the making of this Order he was the holder of a certificate in first-aid treatment issued by a training organisation.

(2) In this Article—

- (a) “certificate in first-aid” does not include any certificate in first-aid of a kind which is issued to persons under the age of 15 years, whether or not any such kind of certificate is also issued to persons aged 15 years or over ;
- (b) “training organisation” means the St. John Ambulance Association of the Order of St. John, the St. Andrew’s Ambulance Association, the British Red Cross Society, or any other body or society approved for the purposes of this Article.

Dated 25th June 1964.

Joseph Godber,
Minister of Labour.

Article 2

SCHEDULE

CONTENTS OF FIRST-AID BOXES AND CUPBOARDS

PART I

1. In the case of all office and shop premises to which the Act applies, other than those to which paragraphs 2 and 3 of this Schedule apply, the contents of a first-aid box or cupboard to be provided shall be in accordance with the following scale:—

<i>Number of persons employed to work in the premises at any one time</i>	<i>Contents of first-aid box or cupboard</i>
1 to 10	Contents No. 1.
11 to 50	Contents No. 2.
51 to 150	Contents No. 3.
exceeding 150	Contents No. 3 for each unit of 150, and for any number in excess of a multiple of 150 the contents required to be provided where that number of persons is employed to work in premises at any one time.

2. In the case of the following premises, that is to say—

- (a) railway premises ;
- (b) fuel storage premises ; and

(c) warehouses in or for the purposes of which mechanical power is used ; the contents of a first-aid box or cupboard to be provided shall be in accordance with the following scale:—

<i>Number of persons employed to work in the premises at any one time</i>	<i>Contents of first-aid box or cupboard</i>
1 to 10	Contents No. 2.
11 to 50	Contents No. 3.
51 to 150	Contents No. 4.
exceeding 150	Contents No. 4 for each unit of 150, and for any number in excess of a multiple of 150 the contents required to be provided where that number of persons is employed to work in premises at any one time.

3. In the case of the following premises (not being premises to which paragraph 2 of this Schedule applies), that is to say—

(a) premises in which butchery work is carried on ; and

(b) premises in which machinery is used for all or any of the following, that is to say, cutting, slicing and sawing ;

the contents of a first-aid box or cupboard to be provided shall be in accordance with the following scale:—

<i>Number of persons employed to work in the premises at any one time</i>	<i>Contents of first-aid box or cupboard</i>
1 to 50	Contents No. 2.
51 to 150	Contents No. 3.
exceeding 150	Contents No. 3 for each unit of 150, and for any number in excess of a multiple of 150 the contents required to be provided where that number of persons is employed to work in premises at any one time.

4. For the purposes of this Part of this Schedule the expressions “ contents No. 1 ”, “ contents No. 2 ”, “ contents No. 3 ” and “ contents No. 4 ” mean first-aid requisites and appliances of the descriptions and in the quantities specified in this paragraph in relation, respectively, to each such expression, namely:—

<i>Descriptions of first-aid requisites and appliances</i>	<i>Quantities</i>			
	<i>Contents No. 1</i>	<i>Contents No. 2</i>	<i>Contents No. 3</i>	<i>Contents No. 4</i>
(1) Sterilised unmedicated dressings—				
(a) finger	3	6	12	24
(b) medium-sized	2	3	6	12
(c) large	1	3	6	12
(2) Adhesive wound dressings of assorted sizes and of a description specified in Part II of this Schedule	12	12	24	36

<i>Descriptions of first-aid requisites and appliances</i>	<i>Quantities</i>			
	<i>Contents No. 1</i>	<i>Contents No. 2</i>	<i>Contents No. 3</i>	<i>Contents No. 4</i>
(3) Triangular bandages of unbleached calico, the longest side of which measures not less than 51 inches and each of the other sides not less than 36 inches	1	2	4	8
(4) Adhesive plaster (one inch in width)	5 yards	5 yards	10 yards	10 yards
(5) $\frac{1}{2}$ oz. packets of absorbent sterilised cotton wool	1	2	3	6
(6) Sterilised eye-pads in separate sealed packets	1	2	4	8
(7) Safety-pins	6	6	12	12
(8) Rubber bandage or pressure bandage	—	1	1	1
(9) Leaflet (SHW.1) giving advice on first-aid treatment issued by the Minister of Labour	1	1	1	1

PART II

Description of adhesive wound dressing

An adhesive wound dressing shall consist of a pad fixed to a piece of plaster, waterproof or otherwise, as centrally as possible so as to leave an adequate margin of adhesive surface all round. The pad and the margin of adhesive surface shall be protected by muslin or other suitable material for removal before use. The pad shall be a piece of absorbent lint or other suitable material which, in either case, shall either be unmedicated or contain a medication specified for surgical dressings in the British Pharmaceutical Codex and any supplement thereto, being the British Pharmaceutical Codex and any supplement current at the date of this Order or approved for the purposes of this Order. Each dressing shall be put up in an individual sealed pack marked clearly to indicate its content.

EXPLANATORY NOTE

(This Note is not part of the Order, but is intended to indicate its general purport.)

This Order prescribes, for the purposes of section 24 of the Offices, Shops and Railway Premises Act 1963, the first-aid requisites and appliances to be contained in first-aid boxes and cupboards provided under that section in the case of office, shop and railway premises.

The Order also prescribes the conditions which a person is required to satisfy before he is deemed to be trained in first-aid treatment for the purposes of the said section 24.

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