

Form ID	Owner	Evidence location	Complete when
08.2	Site Supervisor / First aider	Breadcrumb / inspection record	Biannually or when kit is used
Use: Confirm first aid kit contents, expiry status and replenishment actions.			

Suggested completion frequency: annually on all first aid kits.

Details	
Location of first aid kit:	
Date:	
Person completing check:	

Item	Qty	Yes	No
Access to 30 minutes of clean running water	–	☐	☐
Adhesive dressing tape, 2.5 cm × 5 cm	1	☐	☐
Adhesive plastic dressing strips, sterile, packets of 50	1	☐	☐
Antiseptic liquid/spray (50 ml)	1	☐	☐
Bags, plastic, for amputated parts: large	2	☐	☐
Bags, plastic, for amputated parts: medium	2	☐	☐
Bags, plastic, for amputated parts: small	2	☐	☐
BPC wound dressings No. 14 medium	1	☐	☐
BPC wound dressings No. 15 large	1	☐	☐
Conforming cotton bandage, 5 cm width	3	☐	☐
Conforming cotton bandage, 7.5 cm width	3	☐	☐
Crepe bandage 10 cm (serious bleeding / pressure application)	1	☐	☐
Disposable nitrile examination gloves	5 pairs	☐	☐
Dressing combine pad 9 × 20 cm	1	☐	☐
Dressing, non-adherent, sterile, 7.5 × 7.5 cm	5	☐	☐
Eye pads, sterile	4	☐	☐
Gauze pieces 7.5 × 7.5 cm sterile (3 pack)	5 pack	☐	☐

Item	Qty	Yes	No
	5		
Hydrogel (3.5 g sachet) if running water not available	5	☐	☐
Instant ice pack	1	☐	☐
Instructions for providing first aid (incl. CPR flowchart)	1	☐	☐
Non-adherent wound dressing/pad 5 × 5 cm (small)	6	☐	☐
Non-adherent wound dressing/pad 7.5 × 10 cm (medium)	3	☐	☐
Non-adherent wound dressing/pad 10 × 10 cm (large)	1	☐	☐
Non-stretch, hypoallergenic, adhesive tape — 2.5 cm roll	1	☐	☐
Notebook & pen	1	☐	☐
Plastic bags, clip seal	1	☐	☐
Rescue blanket, silver space	1	☐	☐
Resuscitation face mask or face shield	1	☐	☐
Safety pins, packet of 6	1	☐	☐
Saline (15 ml)	8	☐	☐
Scissors	1	☐	☐
Splinter probes (single use, disposable)	10	☐	☐
Triangular bandages, minimum 90 cm	2	☐	☐
Tweezers/forceps	1	☐	☐
Wound cleaning wipe (single 1% Cetrimide BP)	10	☐	☐

Replenishment	
Items required:	
Date replenished:	
Confirm all items replenished — name:	
Signature:	