

## FIRST AID INFORMATION SHEET

First aid is regulated in §26 of the Employee Protection Act. It ensures appropriate precautions for all employees, who must receive first aid in the event of injury or sudden illness. These measures include first-aiders and first aid material.

### First Aid Box

The number of first aid boxes depends on the number of employees, the danger potential and the quick accessibility (the first aid box should be reachable in at least 3 minutes). A small box (type 1) is sufficient for up to 5 employees, a large box (type 2) should be available for up to 20 employees.

Sterile materials in first aid boxes (compresses, gauze dressings and bandages) have an expiration date. Adhesive plasters and quick wound dressings become unusable with time as the adhesive loses its strength. Disposable gloves (made of natural latex) may also become porous over time. Material that has become unusable must be replaced.

Since 02.05.2017 the TU GUT has provided the replacement of materials for all first aid boxes. In order to refill the boxes smoothly, each institute appoints one responsible person and announces it to service unit Occupational Safety at [gut@gut.tuwien.ac.at](mailto:gut@gut.tuwien.ac.at). The appointed persons are requested to carry out first aid box inspections at least once a year.

This procedure guarantees that the missing or expired parts are completed or replaced in time. These missing / expired materials can be collected in the security lodges. Information sheets "[Acting in first aid cases](#)" are also available there. These must be completed with names of the first-aiders and added to the first-aid boxes.

For a better overview, the materials with expiration dates are listed here:

- compresses or wound dressing      10cm x 10cm
- first aid dressing sheet            40cm x 60cm
- dressing pack                            8cm x 3m
- dressing pack                            10cm x 3m

### First-aiders

There must be a sufficient number of trained first-aiders available in workplaces. After participating in the first aid course, which is offered internally at the TU, you will automatically be appointed first-aiders. These first-aiders should also be named in the information sheets "[Acting in first aid cases](#)".

Generally speaking:	up to 19 employees	1 first-aiders
	up to 29 employees	2 first-aiders
	+10 additional employees	+1 first-aiders

in offices:

up to 29 employees	1 first-aiders
up to 49 employees	2 first-aiders
+20 additional employees	+1 first-aiders

### DEFI locations

Defibrillators are available in all TU security lodges. In addition, there are also some institutes having their own defibrillator.

The locations can be seen [here](#).