



FIRST AID PROCEDURE

ORBIT LTD is committed to provide a safe working environment for its employees and an integral part of this is the provision of basic First Aid.

- It is important to recognize the symptoms of illness as early as possible;
- First Aid Kits are available for the self-medication of minor ailments;
- Take any relevant medicine from the First Aid Kit;
- If you continue to feel unwell or believe that medical treatment is required, contact your supervisor or the HR Dept.;
- In the case of physical injury, immediate assistance must be obtained;
- Basic First Aid must be applied to the injury to reduce pain, bleeding and keep the injury clean;
- In the event that the injured person requires professional medical treatment, he/she should be transported to a hospital by a member of the company, if at all possible;
- If the injury is more serious, then an ambulance must be requested in order to transport the injured person to a hospital;
- All accidents at work must be reported and recorded in the Accident Register;
- You are responsible for working in safe manner according to company requirements.