 NEW Organic Digestion	NEW Organic Digestion, LLC Safety Management System		DEN.SAFE.POL.140-009.FirstAid	
			Initial Issue Date	06/30/2014
<b>FIRST AID</b>			Revision Date:	02/20/2018
			Next Revision Date:	02/20/2020
Preparation: Safety Manager	Authority: President	Issuing Dept: Safety	Page:	Page 1 of 3

## OBJECTIVE:

NEW Organic Digestion, LLC is committed to providing a workplace that is free of recognized hazards and to protecting the safety and health of employees and visitors. The Safety Manager is responsible for implementing the company's health and safety program.

The policies and procedures of this First Aid program are considered to be the minimum safety requirements to be followed by all NEW Organic Digestion, LLC operations. Employees and visitors are expected to comply with safety and health standards, rules, regulations, policies, procedures and practices that are in place to assure a safe and healthful workplace.

## Scope

Division managers and Supervisors are responsible for communicating these requirements and ensuring compliance with the company's health and safety program. Willful disregard of safety procedures, guidelines or rules, beginning work without proper training, failure to wear selected PPE, abuse of safety equipment and horseplay are violations of the company's safety policy and programs.

## ENGINEERING CONTROLS/WORK PRACTICES


Managers are inspected to identify hazards and potential hazards that may be eliminated and/or controlled by means of engineering controls. In addition, information regarding potential hazards, appropriate safety training and protective clothing and equipment is provided to control and reduce hazards that cannot be eliminated.

Violations and audits that indicate potential violations will be addressed as disciplinary issues by the immediate supervisor/manager. Following any safety violation(s), a step-wise course of discussion and training, refresher training, communication of corrective actions and progressive disciplinary action will be initiated, with corporate approval, to support our commitment to safe work practices.

Each major building and all field project locations shall maintain a first aid kit in compliance with ANSI Z308.1-2004 or equivalent standard specified by the environment in which they are to be used. The kit shall be in a conspicuous, easily accessible location. The kit shall consist of a weatherproof container and the following contents, at a minimum, in individual sealed packages:

- 6 ea - First aid cream, 1 gm.
- 1 ea - Absorbent compress, 32 sq. in.
- 4 ea - Gauze pads, 3" x 3"
- 1 ea - Triangular bandage with pins
- 2 ea - Adhesive tape, 1/2" x 2 1/2 yds.
- Gloves
- Protective One Way Mask for CPR

The Plant Manager, Production Supervisor, Internal Operations Staff, and Safety Manager shall insure that the kits are fully stocked upon installation and re-stocked weekly.

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In addition, each site shall have a suitable facility for drenching or flushing the eyes of a worker who is exposed to an injurious corrosive chemical. Foreman and or Supervisors will locate and identify existing eyewash units before starting operations or will provide temporary eyewash units, based on the site hazard assessment.

The minimum requirement to have within the first aid kit, or located nearby:

- 1 ea. - Sterile, isotonic eye irrigation solution, 32 fl. oz. or fixed water supplied station

### Contacting Medical Services

1. Each field Plant Manager or Production Supervisor shall ensure that there is an employee trained as a first aid provider available at their work site.
2. No seriously ill or injured person should be transported in a company vehicle, except under extreme circumstances.
3. On large field sites, and at all times at fixed facilities, a minimum of one (1) employee per business unit shall have current training from a nationally recognized first aid/CPR/AED first aid provider. The requirement for this will be established by the Production manager or Safety Manager.

## RESPONSIBILITY

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### Safety Manager

- Ensure that specific resources, including materials, equipment and training are in place to deal with expected emergencies at the workplace.

### Plant Manager/ Production Supervisor


- Develop when needed site-specific Emergency Response Plans. The Emergency Response Plans must be tested, and updated when required.
- Ensure that employees understand the Emergency Response Procedure at their plant, and their roles in an emergency.
- Ensure the Emergency Response Plan is based on the Hazards at the plant.

### Employees

- Understand the Emergency Response Plan for their work area.
- Participate in the development and implementation of Emergency Response Plans for their work area, when requested.
- Participate in emergency response training and testing of the Emergency Response Plan.

## FIRST AID

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Designated employees will hold a valid certificate in first aid training from the American Red Cross or equivalent that can be verified by documentary evidence.

Any employee trained in Confined Space Rescue is required to hold a CPR and First Aid current certification.

NEW Organic Digestion, LLC will ensure that appropriate first aid services including trained employees, supplies and equipment are at each workplace. The number and qualifications required will vary depending on Occupational Health and Safety, or state laws, or the hazards in the workplace.

The appropriate manager will ensure that these standards are met for each project, job or permanent facility, before the commencement of work. All contracted First Aid service providers must be qualified in the jurisdiction they are working in, and hold valid certification or license as well as appropriate workers comp and liability insurance coverage.

## **OTHER REQUIREMENTS**

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Insubordination in regards to this standard will be dealt with as per NEW Organic Digestion, LLC's Disciplinary Program.