SITE survey. APP

SITE SURVEY REPORT

First Aid Kit Check

Prepared for	Elmfield Joinery workshop, Huddersfield (fictional)
Date	28 Sep 2026
Site	Elmfield Joinery workshop, Huddersfield
Prepared by	S. Kaur

FORM

First Aid Kit Check

1. The kit

Project	Elmfield Joinery workshop, Huddersfield: first aid kit check (completed example)
Site	Elmfield Joinery workshop
Site address	Unit 12, Colne Bridge Works, Huddersfield
Where the kit is kept, or its number	Kit 2, wall by the machine shop door
Date of check	28 Sep 2026
Checked by	S. Kaur, first aider
Type of kit	Workplace kit
Is there a first aid needs assessment that says what this kit should contain?	Yes
Do the contents match what the needs assessment says this kit should hold?	No, see items to restock

> The Health and Safety (First-Aid) Regulations 1981, regulation 3, require employers to provide adequate and appropriate first aid equipment. HSE guidance L74 (First aid at work) says there is no mandatory list of what a first aid box must contain: what to provide depends on the findings of the first aid needs assessment. The items in the Contents section are HSE's suggested contents for low-hazard work. BS 8599-1 kits are an alternative, though buying one is not a regulatory requirement.

2. Contents

Leaflet giving general guidance on first aid	Present and in date
Individually wrapped sterile plasters, assorted sizes	Present and in date
Sterile eye pads	Low or missing
Individually wrapped triangular bandages	Present and in date
Safety pins	Present and in date
Large sterile unmedicated wound dressings	Present and in date
Medium sterile unmedicated wound dressings	Present and in date
Disposable gloves	Low or missing

Items low or missing	2
Items out of date	0
Other items in this kit	Burn dressings, Foil blanket, Shears, Sterile eye wash, Finger dressings
Are there any tablets or medicines in the kit?	No
Earliest expiry date on any item	31 Mar 2027
Days until then	184

> HSE says there is no set timetable for checking a kit, but items marked with expiry dates, particularly sterile ones, should be replaced by those dates and expired items disposed of safely.

Items to replace or restock	Sterile eye pads, 2 used and not replaced. Disposable gloves, one pair left.

Photo of the open kit



3. The box and sign-off

Is the box clean, dry and able to close?	Yes
Is it marked with a white cross on a green background?	Yes
Is it easy to reach, with a sign showing where it is?	Yes
Is a list of first aiders displayed nearby?	Yes
Restocked on this check?	Partly: items on order
Date the missing items were replaced, and by whom	1 October 2026, S. Kaur
Next check due	28 Oct 2026

Name	S. Kaur, first aider
Signature of the person checking	