

CRITERIA FOR APPOINTMENT, COMPETENCY & SPONSORSHIP REQUIREMENTS FOR NUS FIRST AIDERS

I. Appointment (No. of OFA/SFA required in each department)

- Based on number of staff within the department and following MOM criteria, 1 OFA (lab dept.) / 1 SFA (non-lab dept.) for every 100 persons in the department or part thereof.
- In addition they are entitled to one back up OFA/SFA however maximum number of backup per building per department is capped at 2 first aiders.

II. Competency

- Laboratory based departments shall have their first aiders trained in Occupational First Aid (OFA) whereas administrative departments shall train their first aiders in “Standard First Aid (SFA)” instead of OFA.

III. Sponsorship (OHR)

- NUS (OHR) will sponsor the training of OFA/SFA according to the approved criteria
- NUS (OHR) may sponsor the training of additional first aiders if there is certain additional factors – if department is located in multiple locations or if the department has shift work activities

IV. Sponsorship (Departmental funds)

- The faculty or departmental safety committee will decide if extra number of first aiders are necessary in the work area based on their risk assessments and if needed additional first aiders is to be supported on departmental funding.

Please contact your department safety and health officers for allocated numbers.

[OSHE contact list](#)