

**February 26, 2024**

Consistent with Occupational Safety and Health Administration (OSHA), American National Standard-Minimum Requirements for Workplace First Aid Kits and Supplies (ANSI/ISEA Z308.1-2021), Chapman University Environmental Health and Safety (EH&S) and the Chapman University AED/First Aid Committee recommends the below items as standard elements of an office first aid kit.

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The following list sets forth the minimally acceptable number and type of first-aid supplies for first-aid kits required under the OSHA standard, however Cal/OSHA refers to ANSI/ISEA Z308.1-2021, which provides guidance on the minimum requirements for first aid kit contents. The contents of the first-aid kit listed should be adequate for small work sites, consisting of approximately two to three employees.

When larger operations or multiple operations are being conducted at the same location, additional first-aid kits should be provided at the work site or additional quantities of supplies should be included in the first-aid kits. NOTE: While many employees bring certain prescription and over-the-counter medicines to the office, the University does not recommend that University-supplied first aid kits contain medications due to individual allergic and sensitivity reactions.

Email EH&S at [ehs@chapman.edu](mailto:ehs@chapman.edu) for recommendations.

**Required Minimum Fill**

- 16 Adhesive Bandage 1" x 3" (2.5 x 7.5 cm)
- 1 Adhesive Tape 2.5 yd (2.3 m) total
- 10 Antibiotic Application 1/57 oz (0.5 g)
- 10 Antiseptic 1/57 oz (0.5 g)
- 1 Burn Dressing (gel soaked)  
4" x 4" (10 x 10 cm)
- 10 Burn Treatment 1/32 oz (0.9 g)
- 1 Cold Pack 4" x 5" (10 x 12.5 cm)
- 1 CPR Breathing Barrier
- 2 Eye Covering w/means of  
attachment 2.9" sq (19 sq cm)
- 1 Eye/Skin Wash 1 fl oz total (29.6 ml)
- 1 First Aid Guide
- 1 Foil Blanket 52" x 84" (132 x 213 cm)
- 10 Hand Sanitizer 1/32 oz (0.9 g)
- 4 Medical Exam Gloves
- 1 Roller Bandage 2" x 4 yd (5 cm x 3.66 m)
- 1 Scissors
- 2 Sterile pad 3" x 3" (7.5 x 7.5 cm)
- 2 Trauma pad 5" x 9" (12.7 x 22.9 cm)
- 1 Triangular Bandage 40" x 40" x 56"  
(101 x 101 x 142 cm)