

Chapter 12

CPR/FIRST AID TRAINING PROGRAM

12-1. Purpose. This regulation prescribes policies, procedures and responsibilities for the Cardiopulmonary Resuscitation (CPR)/ First Aid Training Program, through both mandatory and voluntary training. This program includes all depot organizational elements and tenant activities.

12-2. References.

- a. AMC Regulation 385-100, Safety Manual
- b. TB 385-4, Safety Requirements for Maintenance of Electrical and Electronic Equipment
- c. CSC Bulletin 7122-26, CPR Training for Federal Employees

12-3. Policies. Tobyhanna Army Depot uses the American Heart Association's, "Basic Life Support" program for CPR and First Aid training. This program includes lectures, hands-on demonstrations, and written and practical examinations. CPR/First Aid re-certification is done bi-annually in accordance with the American Heart Association requirements.

12-4. Requirements. All personnel that render emergency medical treatment as a part of their job requirements, (ie. Fire Fighters, EMTs, Nurses, Doctors, etc.) are mandated and require current CPR/First Aid certification.

12-5. Responsibilities.

a. Safety Office will provide assistance and guidance to Directors and Tenant Activity Chiefs in determining personnel that require First Aid and CPR training.

b. Director of Business Management, Technical Development Division will:

- (1) Arrange and schedule training courses.
- (2) Notify depot activities of training dates and schedule attendance.
- (3) Issue certificates of training.
- (4) Maintain training and certification records.

c. Directors, Office Chiefs, and Chiefs of Tenant Activities will:

- (1) Identify personnel for training to ensure all areas have CPR/First Aid qualified personnel to meet depot requirements for types of work performed.
- (2) Submit the names and organizational locations of personnel selected for training through the Safety Manager to Chief, Training and Development Division, Directorate of Personnel, for scheduling and record keeping.
- (3) Ensure personnel scheduled for CPR/First Aid training report promptly at the time and place designated.