**First Aid at Work**

In March, the Safety Committee is offering a two-day first aid course for employees. During the two-day course, participants will learn essential skills to enable them to carry out first aid in the workplace. The course content includes health and safety administration, handling an incident and developing an action plan, recognizing and treating injuries and illnesses, and cardio-pulmonary resuscitation (CPR).

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**Dates:** March 8 and 9

**Times :** 9:00 a.m. to 4:00 p.m.

**Location:** Administration Building

**Room:** Conference Room 200

Before registering for the course, please check with your immediate supervisor to ensure that you can be excused from your normal duties for the two days. Registration is available from February 15 until the course begins on March 8. For more information, contact Maxwell Singh at extension 3505.