

First Aid Kit Audit – Terms & Conditions

Scope of Service

A first aid kit audit includes inspection of first aid kits, signage, and kit containers, a stocktake of contents against recommended requirements, and identification of missing, expired, or damaged items.

Appointment Duration

Audit appointments are booked in time blocks (e.g. one-hour or two-hour sessions). A standard audit takes approximately 30 minutes per kit; however, actual time may vary.

Use of Booked Time

Booked audit time includes both on-site inspection and off-site administration, such as preparation of audit reports and restock order summaries. Where all booked time is required on site, any additional reporting or order preparation will be discussed and charged separately before work proceeds.

Restocking of Kits

Physical restocking of first aid kits is not included in the audit fee. Restocking may be completed by the client or arranged as an additional service, with labour and stock costs charged separately. Physical restocking of first aid kits, if requested, is charged separately on a per-kit basis.

Multiple Kits

Clients are responsible for booking sufficient time to cover the number of kits on site. If additional kits are identified that were not disclosed at booking, additional time or a follow-up appointment may be required.

Quotes & Payment

Audit reports and restock recommendations will be provided for approval prior to ordering stock. Audit fees are payable as per the selected booking, with any additional charges invoiced separately.