

FIRST AID/CRAFT SERVICE

KEY FACS

The Key FACS is responsible for the purchase, rental, preparation, maintenance, cleaning and storage of all goods and equipment required by the First Aid/Craft Service Department. All equipment shall be furnished by the Company or may be supplied by the Key FACS via a rental agreement.

The Key FACS must possess a current certificate from a Safe Food Handling Program. Also required, is the possession of a current first aid certificate that qualifies them as a First Aider 3 as defined by Workplace Safety and Health Act - First Aid Regulation MR140/98, and any other certificates that may be required by laws established at the location(s) the Company may be working.

The Workplace Safety and Health Act - First Aid Regulation MR140/98 "First Aider 3" means a person who is a holder in good standing of an Advanced Level First Aid Certificate issued by St. John Ambulance or the Canadian Red Cross Society, and a Heart Saver Cardiopulmonary Resuscitation (C.P.R.) Certificate issued by the Heart and Stroke Foundation of Manitoba, or other qualifications that the director considers equivalent."

He/She must always remain with the shooting crew and First Aid shall have priority over Craft Services at all times. The Key FACS shall maintain an accurate Accident Record Book and possess an adequate supply of Employers Report of Injury (Form 2) and Workers Report of Injury (Form 3) Forms for the reporting of accidents (per W.C.B. procedures and guidelines). The Key FACS shall set up and maintain, near the shooting set, a Craft Service Station. From this station the technician will provide the production with coffee, tea, ice water, fresh fruits, pastries and other snack foods and beverages.

Any of the duties of the Key can be delegated to the 1st or 2nd Assistants at the discretion of the Key.

1ST ASSISTANT FACS

The 1st Assistant FACS must possess a current certificate from a Safe Food Handling Program. He/She must also possess a current first aid certificate that qualifies them as a First Aider 3 as defined by Workplace Safety and Health Act - First Aid Regulation MR140/98, and any other certificates that may be required by laws established at the location(s) the Company may be working. He/She must remain with the shooting crew at all times and shall maintain an accurate Accident Report Book and possess an adequate supply of Employers Report of Injury and Workers Report of Injury Forms for the reporting of accidents (per W.C.B. procedure and guidelines).

The position of "1st Assistant FACS" shall not conflict with the employer's requirement to employ a Key FACS.

2ND ASSISTANT FACS

The 2nd Assistant FACS shall perform those work functions as delegated by the Key FACS. He/She must possess a current Standard Level First Aid Certificate, a current Basic Rescuer First Aid Certificate and a current certificate from a Safe Food Handling Program.

SHOPPER/CREW

He/she must possess a Safe Food Handling Certificate. Responsible for shopping and any cleaning and Stocking. This person does not perform duties that require First Aid training, and does not service the crew directly.