



Occupational First Aid (OFA) Level 3 Policy

Purpose

The purpose of this policy is to set clear guidelines for employees in terms of eligibility regarding Occupational First Aid (OFA) hourly wage premium.

Scope

This policy applies to all personnel have a valid Occupational First Aid (OFA) Level 3 with Acres Enterprises Ltd.

Policy

Acres Enterprises offers an hourly wage premium to field hourly employees who are actively employed and have a valid First Aid (OFA) level 3 certificate.

Eligibility

To qualify for the OFA Level 3 premium the employee must fulfill all requirements below:

- Have a valid OFA Level 3 certificate.
- Have provided a copy of OFA level 3 certificate to Acres Enterprises.
- Understand and agree to their responsibilities of an Occupational First Aid Level 3 attendant

Procedure

Scheduling of Acres OFA personal will be organized by site/project management.

- Resource Planning meetings, attendant(s) determined due to projects needs and requirements

Attendants will be notified in writing if there will be premium adjustments due to market changes.

If personnel successfully complete the Occupation First Aid (OFA) Level 3 course and receive valid certificate with Acres, premiums will be noted and will be amended in employment agreement effective for the following pay period.

When new personnel are hired, Acres must be provided with a valid certificate and notify Acres during the onboarding process.