

This sheet holds personal data, and section 3 holds health data that the person gives only if they choose to: it is completed once, held by the site manager away from the signing-in sheets, seen only by those who need it in an emergency, and destroyed when the person leaves the project unless it forms part of an accident record. The employer named on the induction is the data controller, and the site privacy notice says how the sheet is used and how to see or correct it. It exists so that a first-aiders is not guessing.

1 THE PERSON

FULL NAME

EMPLOYER

ROLE ON SITE

DATE OF BIRTH

2 EMERGENCY CONTACT

NAME

RELATIONSHIP

TELEPHONE

SECOND NUMBER

3 HEALTH INFORMATION YOU CHOOSE TO SHARE (OPTIONAL)

Nothing to declare

A condition a first-aiders should know about (say what below)

I carry medication (say what and where below)

An allergy (say what below)

A restriction on the work I can do (say what below)

DETAILS

4 DECLARATION

I am fit to carry out the work I have been inducted for and will tell my supervisor if that changes. The information above is correct and I will tell the site manager if it changes; section 3 was optional and I gave it by choice. I understand it is held for my safety, seen only by those who need it, and destroyed when I leave the project unless it forms part of an accident record.

SIGNATURE

DATE

HELD BY (SITE MANAGER)

DESTROY ON (DATE LEFT)

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-01	first-issue	First issue.	— not yet approved —
A0	2026-09-01	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale, A = approved for issue by the person named, on the date shown.