



First Aid & CPR Policy

Property of **Aquila Tours Inc.**
(Tour Operations & Center for Cruise Excellence)
Updated & Effective May 2026
Version 2026-1.0

This document is confidential and intended for internal use only

Aquila First Aid Policy

In our ongoing effort to deliver excellence and take our risk management to even greater heights, Aquila has a First Aid & CPR training policy. Aquila will cover the cost of ensuring that all of our Aquila Guides and Aquila Drivers are certified in CPR & First Aid. This is optional for Aquila Pierside Team members. The cost of this First Aid course will only be covered once team members have finished one complete cruise season and will be returning for a second season. Confirmation of certification is provided directly to Aquila from Connecting First Aid; however, if we do not have your certificate on file, we will ask that you provide a copy of photo of your certificate.

Aquila will pay for the course **once every three years**; however, not for the time it takes. We have made arrangements with Connecting First Aid Solutions, and you may book your course directly with them, indicating that you are with Aquila. This will now require approval from Aquila, so eligible team members are provided to Connecting First Aid on a list.

Connecting First Aid - Janice Crilley-Mason

Phone: 506-608-1192

training@connectingfirstaid.ca

Canadian Law states that if an employer has paid for your CPR & First Aid Training, that while you are at work, you are obligated to use your training if a situation comes up. If you are not at work, you are not obligated to use your training.

First Aid Kits: Aquila has a First Aid kit at the tour booth & in the office. The buses and trolleys are all equipped with First Aid kits. We have small travel-size First Aid kits for guides to take on walking tours. We are working on educating our suppliers to ensure that they all have a standard First Aid kit on their premises. If at any point you have questions or concerns about First Aid Kits, please tell your Cruise Manager or Human Resources Manager

If you have any questions or need clarification, please reach out to Aquila's Human Resources Manager below. Thank you for contributing to a positive and professional atmosphere at Aquila.

Sam MacVey

Human Resources Manager

sam@aquilatours.com

506-647-1890