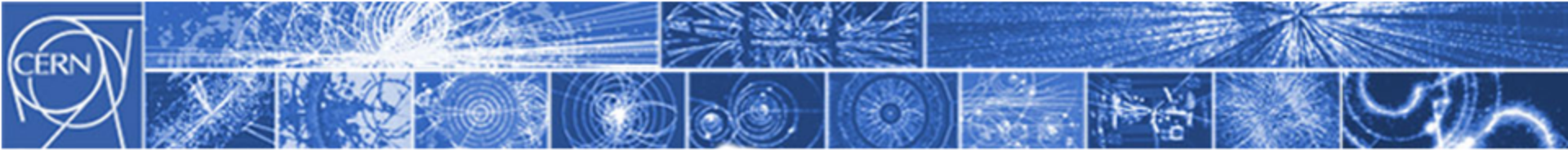
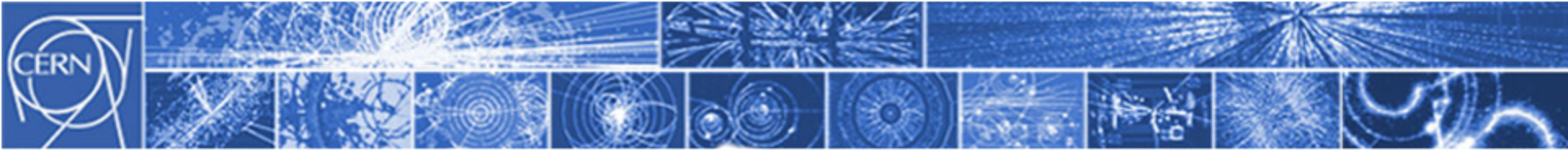


SAFETY FOLDER

Charles-Edouard Sala
Beams Department, CERN



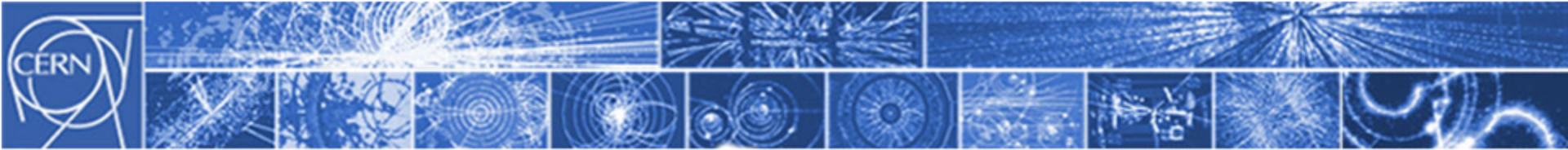
- **Why a Safety Folder ?**
- **Content of a Safety Folder**
- **Useful information**



- To have **a reference** for managing the Safety of the installation
- To keep **your operational and safety procedures visible** (to others)
- To **store lessons learned and the information about the improvements made**
- To **respect the CERN rules** and the Tripartite Agreement on Radiation Protection

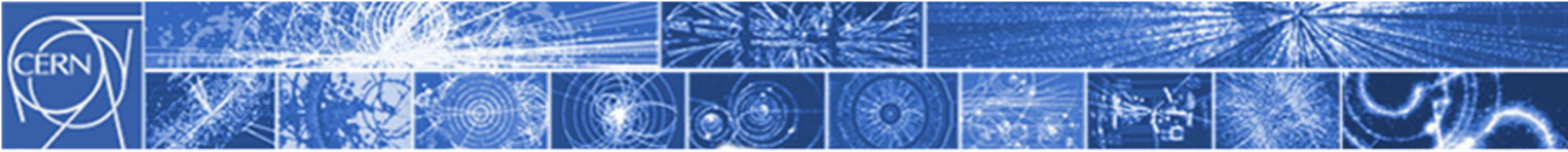
Based on your technical documentation

Not an enormous work volume



5 chapters:

- **Descriptive part**
Brief description of your installation
- **Hazards inventory & Risk Analyses**
Exhaustive list of the hazards present in your installation
- **Demonstrative part**
Descriptions of the risk control measures
- **Operational part**
List of operational & safety procedures used in your installation
- **Feedback part**



The Safety Folder shall be kept **updated**

Could be **made of many documents** so to facilitate production and updating

=> But **each document** shall be easily **retrievable**

=> Stored in **EDMS**

The Safety Folder is:

- **Written by the project team**
- Approved by the project leader
- Checked by the appropriate Safety Officer(s) and the RP group