



Safety for Newcomers – LS1

- Thomas Otto, Safety Officer TE dept.
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- Building 30, 6-018

Welcome to CERN

- Your workplace:
- Long Shutdown 1
 - Upgrading the LHC to full energy
 - Protecting electronics circuits from radiation damage
 - Performing standard maintenance
- A core project for the future success of CERN

Entrance Formalities

Meet DAO (Dept. Administration Officer)

For TE:

Georgina HOBGEN (30/6-003)

Mariane CATALLON (30/5-013)



CERN Access Card



Checklist

EUROPEAN ORGANISATION FOR NUCLEAR RESEARCH European Laboratory for Particle Physics							
ENTRANCE FORMALITIES FOR Mr. Jean DUPONT Department: TE / CERN ID: 36131							
	Action	When	Where	Tel	E-mail		
1	Georgina HOBGEN (DAO) Go to your departmental secretariat.	Today, as from 13h30	30/6-003	74205	Georgina.Hobgen@cern.ch		
2	Registration Access Card	Today	55/1-001	76903	Access.Registration@cern.ch		
	Car sticker Obtain your permanent access card. (Please provide your passport or id card) Obtain your car sticker (Please provide the vehicle's grey card)						
3	To get your computer access Obtain your login and an initial password	Today	55/2	77777	Service-desk@cern.ch		
4	Bank: Opening a Swiss bank account (Take a copy of your CERN contract)	Fill in the form Follow the instructions: Request to register a bank account	Within 3 working days	UBS Meyrin-CERN	500	From 8:30am to 4:30pm Tel: 022 783 21 79	
				La Poste Meyrin-CERN	63	72798	From 9am to 4pm
				Crédit Agricole Prévessin-CERN	866	77072	From 9am to 12pm and from 2:15pm to 5pm
				Other bank in Switzerland	-	-	-
5	Installation Take an appointment		33/1-017	72862	Nadege.Bordon@cern.ch		
6	French Card Follow the instructions: "How to apply for a French card"	As soon as you have a permanent address	33/1-009 (morning only)	79494	Cards.Service@cern.ch		
7	Safety briefing Consult the web site	As soon as you have computer access	-	-	http://sir.cern.ch		
8	Contact in case of emergency Fill in the on-line form	As soon as you have computer access	EDH	-	https://edh.cern.ch/Document/Personnel/EC		
9	Staff Association For further information	-	64/R-002	74224	Staff.Association@cern.ch		
FOR INFORMATION							
Housing Service	http://cern.ch/hostel-service		39/R-003	74155	Cern.hostel@cern.ch housing.service@cern.ch		
Shuttle Bus Service New	http://igs-dep.web.cern.ch/en/content/Shuttle/		-	75411	David.Baud@cern.ch		
HR Contact	For any questions concerning your contract:	5/1-009	77845		Benoit.Delille@cern.ch		
Formalities Contact	For any questions concerning the entrance formalities:	33/1-011	73903		Lynda.Leroux@cern.ch		

Safety Responsibility: Hierarchy

- TE Department

Department Head	J. Miguel Jiménez
Departmental Safety Officer	Thomas Otto

- MPE Group

Group Leader	Andrzej Siemko
Group Safety Link	Daniel Calcoen
Various section leaders	...

Familiarize with your Environment

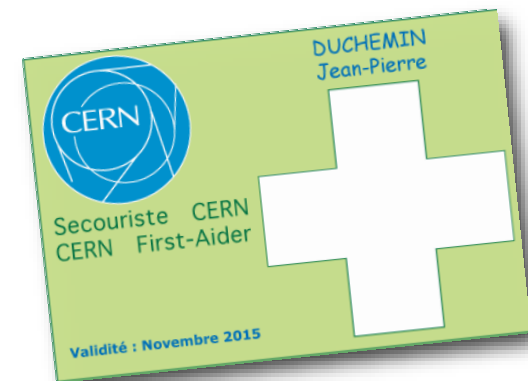
- What is the escape route?



- Who is the TSO of the building?



- Where is the next First Aider ?



Know where to call for help

- Supervisor
- Fire & Rescue Service **7 44 44**
- If you use a private phone, store the number **0041 22 767 44 44**
- Safety specialists from HSE unit

SAFETY AT CERN

Emergency Call 74444

Immediately call the Fire Brigade

- Use only the following:
 - Mobile phone
 - CERN phone: 74444
 - Home/CEMEX phone: 00 41 22 767 44 44
 - Pager
 - Your name and your phone number
 - Location of incident (Building no., floor, room and other)
 - CEMEX phones have visible glowing details of the building, floor and other
 - Nature of incident (Fire, injury etc.)
 - How many people are involved, how seriously
 - What initial action may have been taken
 - Wait for instructions before hanging up

Emergency

- Use the General Emergency Stop to cut all electrical supplies over a large area or
- Use the Local Emergency Stop

Evacuation

- If you hear an alarm
- Follow the red signs
- Do not attempt to leave the building
- Make your way to the assembly point

Fire Brigade Call 74848

Non-urgent Calls

- Do not dial 911 or the Fire Brigade for non-urgent matters

Losses, thefts and serious events

- All losses, thefts and other serious incidents must be reported immediately to the Fire Brigade at 74848
- Exceptions:
 - CEMEX areas only → Reception Service (24h), 281
 - CEMEX key → Locks and Keys Service (24h), 2765
 - CEMEX mobile phone → Telecom Lab (24h), 2610 (non-urgent)

Medical Service Call 73802

Infirmary

- Infirmary Services/units only
- If you feel unwell or need to consult a doctor or nurse, call 73802
- The service is at Building 87 open Monday to Friday 08:00 to 12:30 pm Outside these hours, contact the Fire Brigade

Service Desk Call 7777

Facility Management

- Service desk @cern.ch
- The Service Desk handles all requests concerning:
 - Electricity or lighting
 - Heating, ventilation, air conditioning
 - Lifts/elevators
 - Electrically operated doors
 - Pneumatics, steam, district, drains
 - Plumbing
 - Sanitary facilities
 - Cleaning
- The Service Desk is operated by 24/7 from 7:30 a.m. to 5:30 p.m. Outside these hours, call the central alarm, at 12301

Waste Collection

- Service desk @cern.ch
- To have waste picked up, write to Service Desk (from CH, going)
 - Your waste (name, amount, gross, telephone etc.)
 - The building number
 - Type of waste to be picked up or its Safety status, container etc.
 - If a file is needed, indicate the file ID
 - The budget code, to cover waste bin handling

Accidents Call 74444

First Aid

- Uninjured → the injured person → others
- Alert the Fire Brigade
- Clear first aid materials that injured person
- Do not disturb any evidence
- Take 15' out an Accident Report or report health person

Fire

- Cut electricity and gas, using the Emergency Stop if necessary
- Raise the alarm for evacuation
- Call the Fire Brigade
- Fight the fire with a suitable extinguisher only if safe to do so

Burns

- Immediately cut lukewarm water over the burnt area for at least 15 minutes
- Do not try to remove clothing
- Cover the wound with non-sticky clean, preferably a sterile dressing

Chemical

- Immediately the injured person should be given fresh air, high fresh-air movement
- Skin contact: rinse with water
- Eye contact: rinse with water, remove contact lenses
- Contamination: remove clothing
- Decontamination: do not induce vomiting (74444, contact a doctor)

Fall

- Do not move the victim. Call 74444

Electrical

- Do not touch the victim
- Cut off electricity (General Emergency Stop or Local Emergency Stop)
- Caution: facilities marked with orange stripes will not activate first aid
- Administer first aid

Unconsciousness

- Place the victim in the recovery position

Bleeding

- Place a dressing on the wound and apply steady pressure
- Lift the person down
- Reassure the person

Environment

- If any pollutants are released, alert the Fire Brigade 74444

Safety Responsibilities

Everyone

- Everyone is responsible for safety
- Everyone who is in charge of a job is also responsible for ensuring safety on that job and taking all the necessary actions

Safety Officers

- Help/safety units only
- Each department has designated safety officers
- Safety officers in the department:
 - 0000 (Department Safety Officer) → CERN Safety 8800
 - PHSD (Process Safety Officer) → PHSD (Pharmaceutical Dev. BS)
 - CESD (Chemical Safety Officer) → PHSD (Chemical Safety Officer)
 - LPSD (Laser Safety Officer)
 - Safety Unit Roles:
 - Equipment Supervisor

First Aiders

- Respond with training in first aid
- They can be called upon in an emergency
- You should know who the first aiders are in your workplace

GS Department

- Help/safety units only
- Responsible for medical service and the brigade
- Responsible for buildings

HSE Unit

- Help/safety units only
- Provide the Organization with support in safety matters
- Oversee the establishment and implementation of CERN safety policy
- Issue safety instructions and designations

Special Risks Call 71728

Chemical and gas

- Training is required for anyone working with chemical products
- Whenever chemicals are ordered, a copy of this order must be sent to the Safety Commission for information
- For gases, a copy of the order must be sent to the Department P055
- Chemical waste must be put in appropriately labelled containers

Cryogenics

- Training is required for anyone working with cryogenics
- Risk of scalded burns
- Do NOT TOUCH. Keep at a safe distance
- Never transport cryogenic liquids in a car or in a lift
- Never put any cryogenic liquid into a solvent container that is not protected against overpressure
- Watch danger of asphyxiation if any cryogenic gas of liquid is released

Electricity

- Only specially qualified persons may work on electrical installations
- Maintain a safe distance of at least 0.5 m between you and any electrical facilities

Magnetics

- People who have a pacemaker risk especially at job and must not enter areas where there are strong magnetic fields
- People with magnetic prostheses, implants, or even dental things, may experience discomfort or pain

Laser

- All laser equipment (class 2 or 4) must be registered within the department
- Supervisors and users of lasers (class 2 or 4) must be properly trained
- Special attention is required for using certain categories of laser (2B or 4)

Radiation

- Access to controlled radiation areas is restricted to authorized personnel equipped with a personal dosimeter (CEMEX fire badge)
- Any monitor being removed from a controlled radiation area must be checked by the Radiation Protection Group
- Transportation of radioactive material must be declared to the Radiation Protection Group, and whenever obtained
- The type and use of radioactive material must be checked by the Radiation Protection Group

Fire

- Anyone doing hot work (welding, grinding etc.) requires a fire permit
- Do not allow flammable materials to accumulate
- Do not allow any readily ignitable material in your office

Pressure vessels

- Only fully qualified personnel may operate and maintain pressurized equipment
- It is strictly forbidden to modify or replace safety devices, to change their calibration, or to modify the safety system in any other way
- Never use pressurized equipment in any way other than what it is designed for

Lifting Equipment

- All CERN lifting equipment and lifting equipment for workers shall only be operated by qualified personnel, without any exceptions

Hoists

- Use suitable personal protection
- Keep the exposure time to a minimum

Traffic

- Vehicle drivers must obey the traffic rules on the CERN site (France and Swiss highway code apply)
- Respect the speed limit
- Park only in designated parking areas, required - no parking - signs
- Do not use a telephone while driving
- Never pedestrians and cyclists with assistance

Know how to notify an accident

- Accidents are notified to learn how to avoid them in future
- Ask supervisor for help for EDH form A2

Internal Accident Report 2130307

Created by **Christoph BALLE (TE-CRG-CI)** Tel: 79589 164119 on 24.03.2006

Fields with asterisks (*) are mandatory and must be filled in.

Subject

Yes Accident Date *: 30.11.2005 Time *: 17:40
No Fire Place *: Rond-point à l'entrée de St-Genis
No Pollution ?
No Near Miss

Departments and institutes concerned

Departments concerned: **AT,PH** Contractors or Institutes concerned:

Persons concerned ?

Name	Injured	Details
Christoph BALLE (TE-CRG-CI)	Yes	Knee of the right leg was heavily hurt. Pain the week after.
Giuseppe Eugenio BRUNO (PH-UAI)	No	

Witness(es) ?

Name

Services ?

Name	Call Date and Time	Remarks
Fire Brigade	Date: Time:	

Information

Description of the accident *: Lieu: Rond-point à l'entrée de St-Genis. Impliqué: Voiture CERN GE 161 372 conduite par Giuseppe BRUNO. Moi en vélo. Déroulement: La voiture venant en direction de Prévessin n'a pas respecté la priorité en entrant dans le rond-point. Moi, en vélo sur la piste cyclable, je suis rentré dans la voiture. Material damage or pollution: Appendices:

Immediate preventive action taken: Risk of recurrence of the accident [Yes/No] **Yes**

Display a menu

CERN Learning Hub

CERN Learning Hub MY LEARNING CATALOGUES MY NOTIFICATIONS MANAGER REPORTS

CATALOG: TOP

- CERN Bookboon eLibrary
- CERN Schools
- Language
- Leadership
- Personal Development and Communication
- Safety**
- Technical

Technical Management

CAREER
Your Career @ CERN

CATALOG: SAFETY

Top > Safety

Sub Catalogues

- MANDATORY**
Basic mandatory
- Chemical Safety (C)
- Electrical Safety (EL)
- Environmental Protection (ENV)
- Fire Safety (FS)
- Installation Specific Safety
- Mechanical Safety (M)
- Non-Ionizing Radiation (NIR)
- Radiation Protection (RP)
- Safety and Health (SH)
- Safety Organisation (SO)
- Worksite (WS)

Safety Training

8 mandatory courses to enter LHC

Basic Mandatory	Safety at CERN
	Evacuation
	Radiation Protection – Awareness
Electrical safety	Electrical Safety - Awareness
Installation Specific	CERN Beam facilities
	LHC machine
Radiation Protection	Radiation Protection – Supervised Radiation Area
Safety and Health	Self rescue mask (class room)

Access Rights

Demand and Check with ADAMS

<http://cern.ch/adams>

The screenshot shows the ADAMS3 web interface. The left sidebar has a menu with 'Request access' highlighted. The main content area shows the user profile 'Otto, Thomas' and a summary of access rights. Below this, there is a section for 'Access to accelerators' with a table of access points for the LHC.

Summary of Access Rights:

Access to CERN perimeter (O.C. 2)	RP (dosimetry) situation	Card
Allowed	OK	OK

Access to accelerators:

Select an accelerator or scroll down

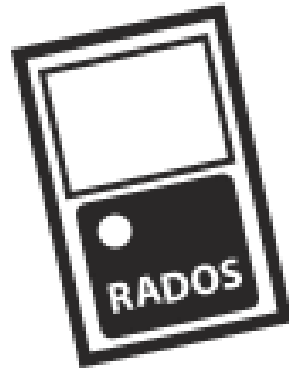
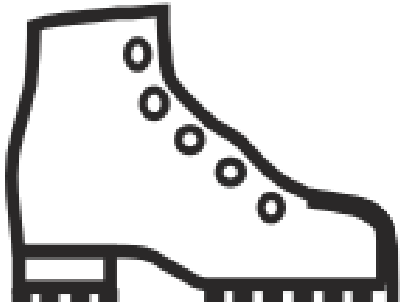
LHC **SPS** **PS**

Site	Access point	Access	IMPACT (click for details)	Permission required	Situation before IMPACT	Access request	Training	
LHC								
POINT 1 LHC/LEP	YCA01-PM15	Invalid		X	LHC-TNL	✓	✓	✓
	YCA01-PM15	Invalid		X	ATL_US	X	X	✓
	YCA01-PX15	Invalid			ATL_USA	X	X	X
	YCA01-UL14	Invalid		X	LHC-TNL	✓	✓	✓
	YCA01-UL16	Invalid		X	LHC-TNL	✓	✓	✓
	YCA01-ULX15	Invalid		X	ATL_UX	X	X	X
	YCA01-UPX16	Invalid		X	ATL_UX	X	X	X
	YCA02-ULX15	Invalid		X	ATL_TOR	X	X	X
	YCA02-UPX16	Invalid		X	ATL_TOR	X	X	X
POINT 1.8 LHC/LEP	YCA01-PM18	Invalid		X	LHC-TNL	✓	✓	✓
POINT 2 LHC/LEP	YCA01-PM25	Invalid		X	LHC-TNL	✓	✓	✓
	YCA01-PX24	Invalid		X	ALLUX	X	X	X

Personal Protective Equipment

Accelerators, Experimental Halls

Underground Areas





Personal Dosimeter

- Obligation to wear the dosimeter in radiation areas
- Reader Stations at accelerator exit and other places



Questions ? Need Help ?

DSO Codes  HSE
74444  FGSO
TSOEDH

