
Security, Health & Safety

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Emergency instructions


for English speakers :

112


Consignes de sécurité

Incident  Fumée, odeur suspecte, chute d'objet... 01 40 51 23 06

Accident  **Incendie**  **Évacuation** 

Accident
Prévenez un Secouriste (liste affichée) 
ou si la situation l'exige (lésion importante, perte de connaissance...)
Composez le **15 puis 23 06**
En précisant :
✓ Le lieu
✓ La nature de l'accident
✓ Le nombre de victimes
✓ Leur état
Ne raccrochez pas le premier !

Incendie
Gardez votre calme
Composez le **18 puis 23 06**
Attaquez le foyer avec les moyens d'extinction sans prendre de risques
Fight the fire with the extinguishers without taking any risk
Baissez-vous dans la chaleur et les fumées, l'air frais est près du sol
Bend down under the heat and the smoke, the clean air is near the ground
N'utilisez pas les ascenseurs ou monte-charges
Do not use the lifts nor the service lifts

Évacuation
Dès l'ordre d'évacuation ou à l'audition du signal sonore
As soon as you receive the order to evacuate or hear the sound signal
Dirigez-vous vers les sorties en empruntant les cheminements d'évacuation
Make your way to the exit points
Quittez les locaux en fermant les portes, n'y revenez jamais sans y avoir été invité
Close the doors when leaving the premises, do not return without having been asked to do so
N'utilisez pas les ascenseurs ou monte-charges
Do not use the lifts nor the service lifts
Rejoignez le point de rassemblement 

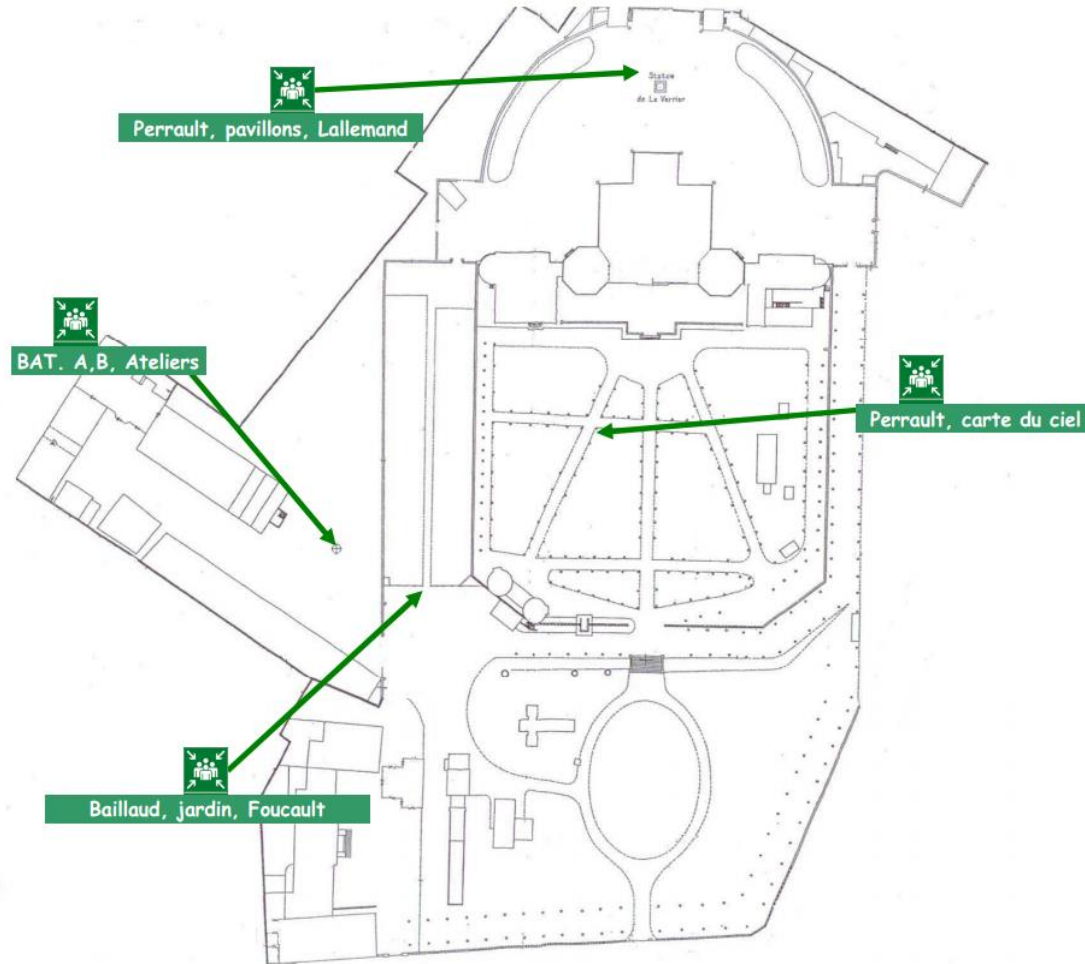
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- protecting
- warning
- rescuing

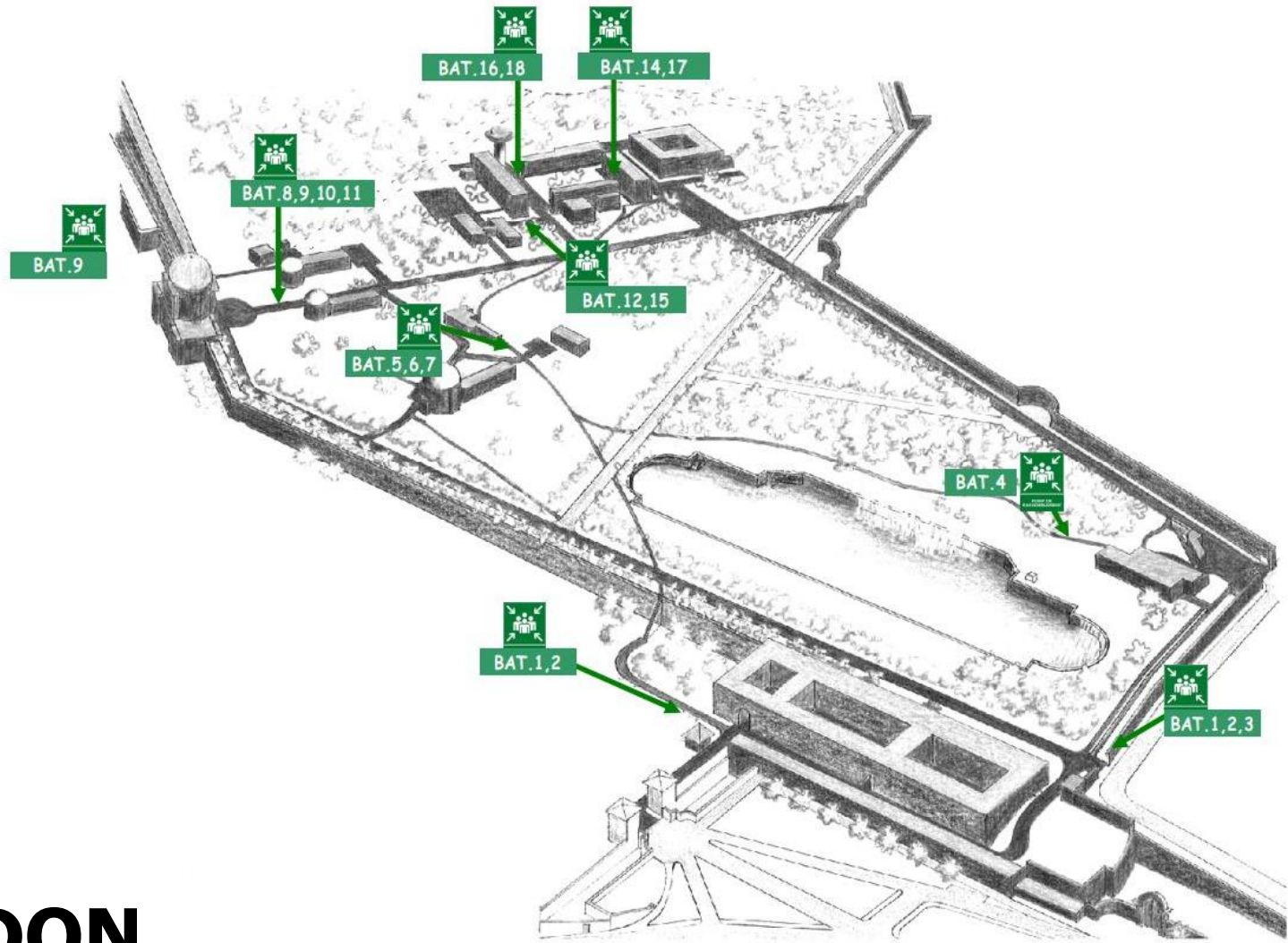
After an accident: inform an **Assistant de Prévention**, write in the dedicated registry (RSST), fill an accident report form if needed

Emergency gathering spot

PARIS



Emergency gathering spot



MEUDON

Everyone is concerned!

+ Simple things

- know the safety instructions (displayed in the corridors and main entrances)
- know your workplace (gathering spot, SST, Assistants de Prévention, ...)
- read the **safety guide** (to be downloaded from the Intranet website of Paris Observatory)

+ Good sense

- let free emergency exits, corridors, landings of stairs...
- use appropriate equipments (anti-slip step, hand-truck,...)
- do not overload electrical outlets
- shut down electrical device when you are absent

+ Reflex to acquire

- Remove useless paperboard boxes
- notify to your AP all hazards encountered (stripped electrical wire, broken window,...)
- Throw out each kind of waste in the appropriate bin

Who does what? (1/2)

✚ Ingénieurs Hygiène et Sécurité (IHS)

- give advice in all fields of security, health and safety
- belong to an institution (Paris Observatory, Paris 6 university, ENS...)
- coordinate/supervise some actions of the “assistants de prévention”

✚ Assistants de Préventions

- give advice and help the director of the lab
- do an annual assessment of the professional risks in the lab
- **they are your local contacts**

✚ Sauveteurs Secouristes du Travail (SST)

- people to contact in case of an accident
- can provide the first aid

Who does what? (2/2)

✚ Guides files (evacuation guides)

- help to evacuate people from a building in case of fire

✚ Médecins de prévention (occupational doctors)

- follow each worker
- medical visit **mandatory** for newcomers!
- frequency depend on your tasks

✚ Le Directeur d'Unité (director of the lab)

- is responsible of all members of the lab

✚ L'encadrant (the supervisor)

- is responsible of its students

Assistants de Préventions du LERMA

Paris

- Thibaut Vacelet
- thibaut.vacelet@obspm.fr

Meudon

- Norbert Champion
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ENS

- François Levrier
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Cergy

- Saoud Baouche
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Jussieu

- Hadj Elandalousi
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Other topics (1/2)

Defibrillators

- everyone can do it – **even without training (but in french...)** !
- Located at main entries (Paris et Meudon)

Waste management

- office waste bins: one normal plus a recycle bin (paper, box, plastic bottle, can)
- no glass in office waste bins
- outside: containers for waste electrical and electronic equipment (WEEE), battery cell, ink cartridge, large boxes
- special warehouse for toxic products (site OP-Paris)

Risks

- fire, fall, using a display screen, handling, noise
- electrical, laser, pressure, chemical, biological, radioactivity
- laboratory experiments : training or authorization **needed**

Other topics (2/2)

✚ Psychosocial risk factor

- depression, stress, harassment, insomnia, burn-out...
- special group of people can help you (veille.rps@obspm.fr)

✚ Alone worker

- need an authorization
- inform guardian if your are present outside of regular working hours
- wear a DATI* to prevent some troubles (i.e. lying on the floor)

✚ Other risks

- mission, work at high altitudes, travelling accident

✚ Training (but allways in french !)

- first aid (SST – Sauveteur Secouriste du Travail)
- fire extinguisher
- automated external defibrillator (AED)
- special risks (laser, chemicals, electricity,...)
- “Guides d’évacuation”

Where to find more information?

- # speak with your local Assistants de Prévention
- # booklet “**newcomer safety guide**”
- # posters displayed on the walls “consignes de sécurité”
- # Intranet “<http://administration.obspm.fr/rubrique191.html>”
 - Prévention des risques
 - Comité d'hygiène, de sécurité et des conditions de travail (CHSCT)
 - Sécurité au travail...
 - Documents utiles (**mémento nouvel arrivant**)
 - Mal-être, souffrance au travail (cellule de veille RPS)
 - ...

Still running



- The police number: 17
- Inform of any suspicious behavior or package observed
- Do not receive an unidentified package
- Accept security controls

Questions?

✚ Now...

✚ ...or even later!

Thank you for your attention.