Welcoming news Users

Last update : 10- 10-2025

Safety objectives

Objectives of safety reception

The goal of this presentation is to furnish users with the following information:

- The organization of occupational risk prevention ;
- Necessary precautions for your safety and the safety of your colleagues ;
- The origins of various risks and the reasons behind safety measures ;
- The fact safety is vital to the workplace.

Regulatory environment

« *Safety training helps mitigate occupational risks.* »

« *Employers must organize practical and appropriate safety training.*».

« *This training must be repeated regularly.*»

EDYTEM laboratory

Building 3, Pôle Montagne

Laboratory opening hours:

7:00 a.m. to 8:00 p.m.

Buildings are closed on nights, weekends and holidays

Building 8, Chartreuse

Building 7, Margériaz

Organisation of health and sefety at work

Important actors

The **CHSCT** and its representatives

A **safety prevention assistant**, in charge of implementing safety measures..

The occupational physician

First aiders(SST).

Management and service heads

Occupational Health and Safety Inspector(ISST)

Health and safety at work is everyone's business — especially yours.
You are the cornerstone of the occupational health and safety project.

Organisation of health and sefety at work

FS-SSCT - Specialised Training in Health, Safety and Working Conditions committee

The F.S. is consulted on issues such as:

- ✓ Protection of physical and mental health,
- ✓ Hygiene,Safety of employees at work,Work organisation,
- ✓ Teleworking,
- ✓ Issues related to disconnecting and mechanisms for regulating the use of digital tools,
- ✓ Improvement of working conditions.

Organisation of health and sefety at work

Occupational medecine

Prevention is the primary role of the occupational physician.

- ✓ Implement workplace health initiatives
- ✓ Supervise employee health

The occupational physician must also provide employers, employees and staff representatives with medical advice. An employee cannot chose his or her occupational physician. The occupational physician has the right to access and visit the workplace.

Contact information for occupational medicine:

USMB : Secrétariat - Tel : 04 79758756

Adresse SUMMPS – 8C Bâtiment Chartreuse – **Le Bourget du Lac**
Email : medecine.preventive-bourget@univ-smb.fr
Ouverture du secrétariat : tous les jours 8h/12h15-13h30/16h30, fermé le vendredi après-midi

CNRS : Secrétariat - Tel: 04 76 88 12 88
25, rue des Martyrs- Grenoble

The occupational physician is in charge of medical visits:

- ✓ Safety information visits that replace the employee medical visits
- ✓ Careful follow-up for individuals in particular working conditions
- ✓ Visits prior to and following a return to work
- ✓ Visits at the request of the employer, employees or the occupational physician.

Organisation of health and sefety at work

First-aid workers(SST in french)

The role of first-aid worker is to provide first aid in case of an accident, dizzy spell or sickness.

The list of first-aid workers is displayed on the main screen.

There is always a first-aid worker nearby.

This logo is displayed on the doors of offices where first aiders are located, enabling you to find one quickly.

Nom	Prénom	Lieu	Bureau	Téléphone
COUCHOUD	Isabelle	RDC	3-017	8725
FANGET	Bernard	1er étage	3-	8668
ARNAUD	Fabien	RDC	3-023	9417
MESSAGER	Erwan	1er étage	3-113	
BARRIOZ	Anne	1er étage	3-124	
GALLET	Raphaël	1er étage	3-113	

Nom	Prénom	Lieu	Bureau	Téléphone
BERNARD	David	LCME		
BESOMBES	Jean-Luc	LCME		
COTTIN	Nathalie	LCME		
PIOT	Christine	LCME		

Organisation of health and sefety at work

Le Boss …

Raphaël G. : First AP

The team of safety referents.

Nathalie C. *: AP and referent for chemistry*

Bernard F. *: AP and referent for the mecanical workshops and LASER*

Alice Mollard: *X-ray referent*

Emmanuel Malet: *referent for all activities in the mountains or on lacs*

Stéphane Jaillet: *referent for activities in underground environments*

And YOU

UNIVERSITÉ SAVOIE MONT BLANC

laboratoire edytem environnements dynamiques territoires montagnes

Occupational risk prevention tools: documents and registers

cnrs

Documents and Records

The single document for occupational risk assessment

This specific document serves to record a risk assessment and list solutions to be implemented. More than just an inventory, this required document is an essential tool to launch and sustain a safety prevention initiative within the company.

The document includes:

- ✓ Identification of risks
- ✓ Prioritization of risks
- ✓ Suggested safety measures.

This document is freely accessible. You may retrieve a pdf version via the laboratory area.
.

Documents and records

A record for health and safety at work

Every employee can add to this record. Employees may enter any observations or suggestions related to occupational hazards and improving working conditions.

How?
The record is available to all employees. You may simply write down your comments. The safety prevention assistant regularly checks the various records to see if anything has been added. But, should you add a comment, it is recommended that you inform the safety prevention assistant or the concerned manager.

What happens next?

An answer must be added to the record in order to note any actions that may or may not be initiated in response to a comment.

This record can also be read by FS-SSSCT members and first aiders.

Employees may access the health and safety at work record in each cafeteria.

Documents and records

The record for serious and imminent risks

The right of withdrawal consists of the possibility offered to any employee to leave their workstation in the following circumstances:

- ✓ They have reasonable grounds to believe that they are exposed to a serious and imminent danger to their life or health.
- ✓ And/or they notice a defect in the protection systems.

The employee must immediately alert their line manager and may withdraw from the situation and/or inform a member of the FS-SSCT by :

- ✓ Entry in the special register of serious and imminent danger.
- ✓ Investigation and conclusions analysed by the FS-SSCT

The register of serious and imminent danger is available to FS-SSCT members in Building 12, Prevention Department office..

Instructions in case of accident or fire

Instructions in case of sickness or accident

You are a first aider

--- You are not a first aider: call or ask someone to call a first aider.

1. **Lie the victim down to rest. If they are having trouble breathing, put them in a half-upright position.**
2. **Observe the symptoms:** ***Is he suffering? Are he having difficulty breathing or speaking? Are he experiencing sweating, chills or hot flushes?***
3. **Listen:** ***Age, first signs of sickness, location of pain, how long, recent time spent in the hospital, medication?***
4. **Always ask for medical advice (call 15)**
5. **Keep an eye on the victim**

Never move a victim unless you must distance them from a dangerous environment such as a fire (however, do not expose yourself to the same danger).

Instructions in case of sickness or accident

Additional instructions

Consignes concernant l'appel des secours:

- Demander un avis médical au SAMU, et suivre les conseils donnés

- Dans une second temps et selon l'avis du médecin du SAMU

- ***Prévenir un médecin de prévention ou une infirmière ;***
- ***Le médecin traitant ;***
- ***Un membre de la famille pour le retour à domicile.***

A défaut, un véhicule sanitaire léger , un taxi ou un autre prestataire.

Appel du SAMU, je transmets:

1- Lieu de l'accident ou du malaise;

2- Mon nom;

3- La nature du problème;

4- Comment la personne est prise en charge localement: présence d'un SST, d'un médecin ou d'une infirmière du travail;

5- Les réponses aux questions posées par le médecin urgentiste:

- ✓ ***Je ne raccroche pas le premier;***
- ✓ ***J'envoie une personne au devant des secours.***

Ne raccompagner jamais une personne victime de malaise avec votre véhicule personnel.

Instructions in case of sickness or accident

Additional instructions...

Defibrillator

The closest one is located in the gymnasium, behind the building 3, and another is on the wall of building 8.

Anyone can use it in the event of a heart attack, but the presence of an OHS is strongly recommended.

The record for health and safety at work:

All incidents or accidents must be recorded in this record in order to justify further administrative follow-up. The safety prevention assistant must be informed by email or phone.

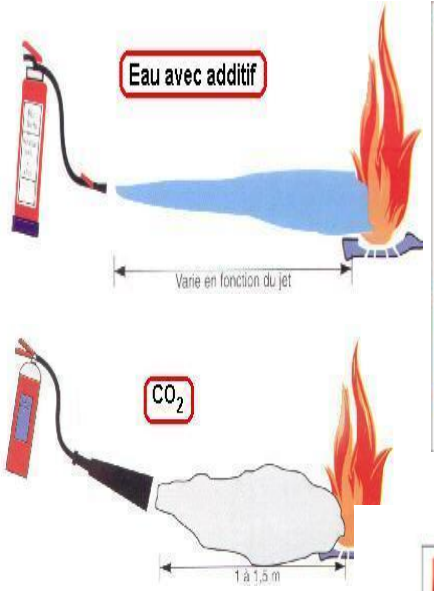
Instruction in case of fire starts

What do if a fire starts:

Every worker is required to use available fire-fighting equipment (fire extinguishers).

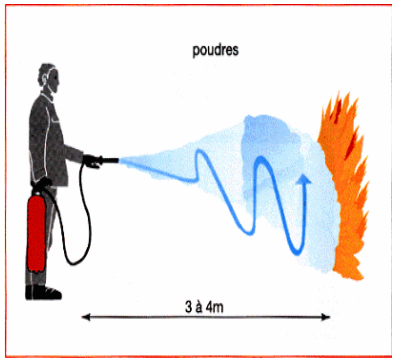
- ✓ *Use the correct extinguisher for the type of fire.*
- ✓ *Spray at the base of the flames.*
- ✓ *The aim is to remove one element from 'triangle of fire'.*

Spray with water, water with additive or powder.



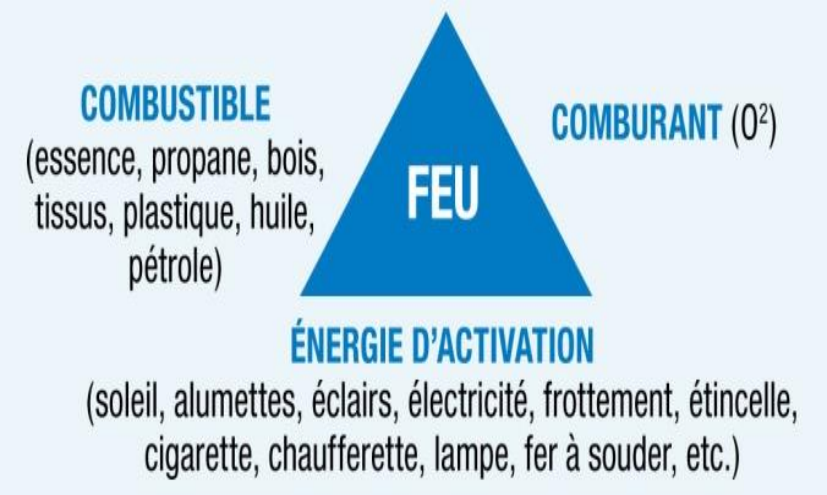
Eau pulvérisée

Eau pulvérisée + additif



Poudre

CO2



Instructions in case of fire

If the fire appears to be uncontrollable or too large, if the location is full of smoke: It is necessary to initiate the evacuation procedure.

Initiate the evacuation procedure:

- ✓ *Alert nearby people.*
- ✓ *Sound the evacuation alarm (red button) located near the exits.*
- ✓ *Evacuate the area calmly without panicking and head to the assembly point. If you incounter by smoke, crawl on all fours as breathable air can be found nearer to the ground. If you cannot stay in your office, close your door to block air circulation, and quickly inform a colleague, the Welcome Desk or the Fire Department. During an evacuation, follow the instructions given by the wardens. If you are unsure follow the emergency lighting signals.*
- ✓ *The person in charge of evacuations is responsible for calling the fire brigade. They will collect information concerning the evacuation.*
- ✓ *Upon thearrival of emergency services, they will be provided them with a summary of the situation and staff numbers.*

Instructions for the event of a terrorist attack

Escape *if possible.*

- Locate the danger and distance yourself from it.
- If possible, help other people escape too.
- Do not expose yourself to danger.
- Alert people nearby and convince them not enter the danger zone.

Stay alert *and obey law enforcement.*
- Once you are safe, call 17 or 112.
- Do not run towards law enforcemen. officers and do not make sudden gestures.
- Keep your hands up and open.

Hide *if you are unable to escape.*

- Lock yourself in and barricade the door.
- Turn off the lights and silence your devices.
- Stay away from windows and lie on the ground.
- Otherwise, hide behind a solid obstacle such as a wall or pillar.
- In every case, remember to turn off your phone's sound and vibration.

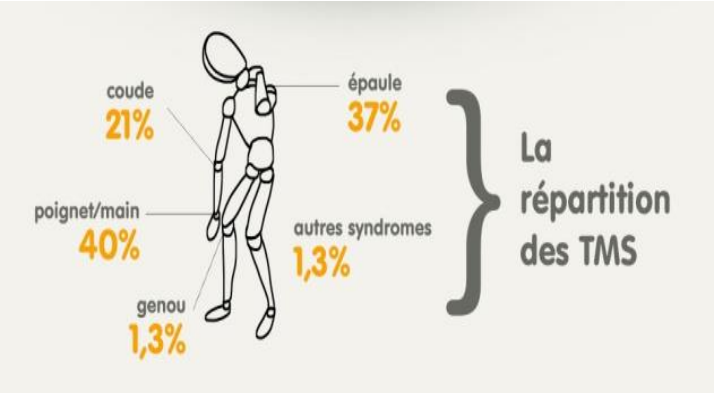
Main risks in the laboratory

MSDs due to working with a computer screen

MSD: Musculoskeletal Disorders

These disorders encompass around 15 conditions that affect muscles, tendons and nerves tied to the limbs and the spinal column.

MSDs can affect shoulders, elbows and upper extremities *(e.g., carpal tunnel syndrome in the wrist),* neck and back.

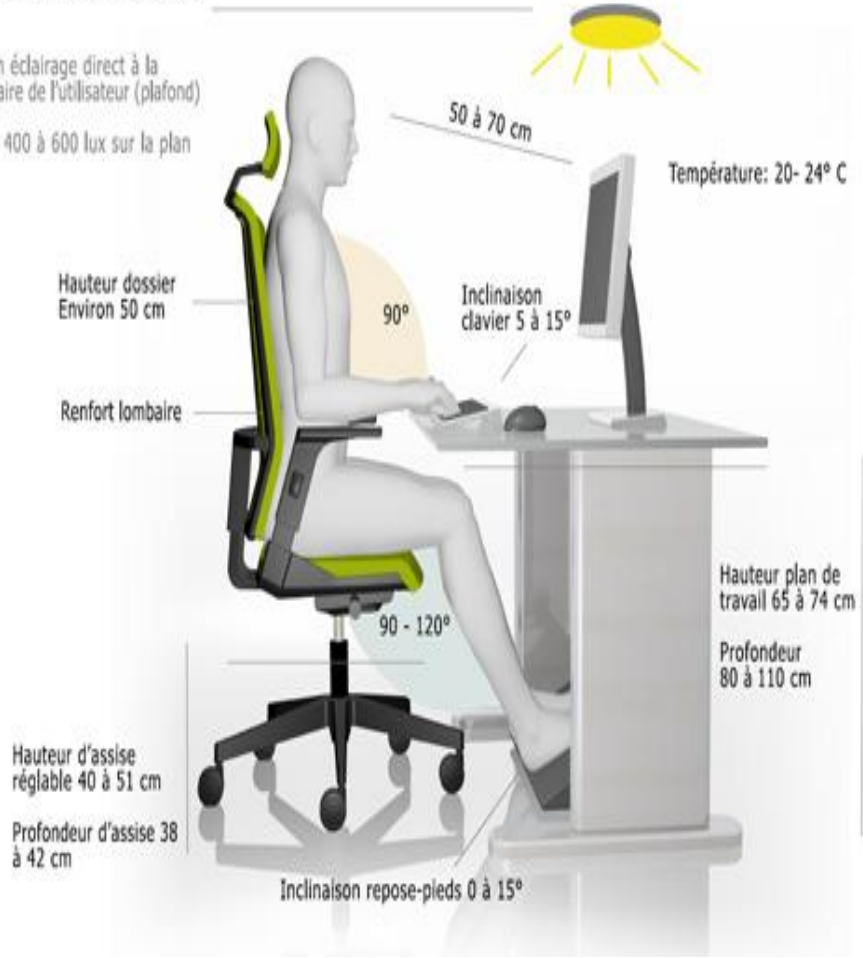


Working with a screen requires you to maintain a static position and repeat certain gestures.

Retinal fatigue can also contribute to these disorders.

MSDs due to working with a computer screen

Organization of a workstation in front of screen



Poste de travail

•Les pieds reposent à plat si sur un repose-pieds.

•L'angle du coude est droit ou légèrement obtus. Les avant-bras sont proches du corps.

•La main est dans le prolongement de l'avant bras.

•Le dos est droit ou légèrement en arrière, et soutenu par le dossier.

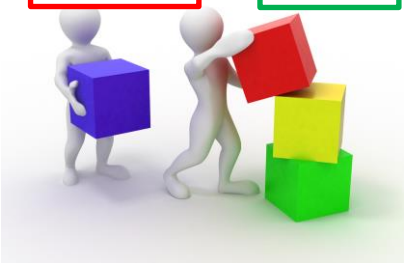
•La tête est droite ou légèrement penchée en avant.

•Le plan de travail doit être de préférence de couleur pastel et mat.

S'il a deux niveaux, le plus bas doit ê réservé au clavier et à la souris.

Risks in laboratory

Special risks *General risks*



Risks related to gestures and posture

General risks *Special risks*

Electric hazards

General risks *Special risks*

Chimical hazards

General risks *Special risks*

Fall object hazaards

Special risks

Ionizing radiations hazards

Gas hazards

General risks *Special risks*

Risks in mountain environments

Special risks

You are the key player in your own security

General risks

Special risks

Mission Risks

Risks in an underground environment

Special risks

Risks in lake environments

Special risks

Combating risks

The trainings in the safety:

Training/General information

- Presentation for new recruits
- Training in the use of fire extinguishers
- First aiders at work (with specialisation according to environment).
- Ionising radiation
- Basic training for users of gases, chemicals and installations using ionising radiation

Technical training

- Technical training Electrical certification
- Slinger
- CACES forklift truck operator certification
- Radiation Protection Officer (PCR)
- Gas specialist: manufacture and maintenance of installations.Chemicals (Chemist)
- Laser (laser referent and laser user).

Specific sessions

- Rope work
- Lake environments
- Mountain environments
- Underground environments
- All training is specific to the laboratory's techniques ans situations

On-the-job training is a legal requirement.

The personnel file you filled out and submitted to your manager enables the laboratory to anticipate and plan safety training needs that will promote a safe working environment.

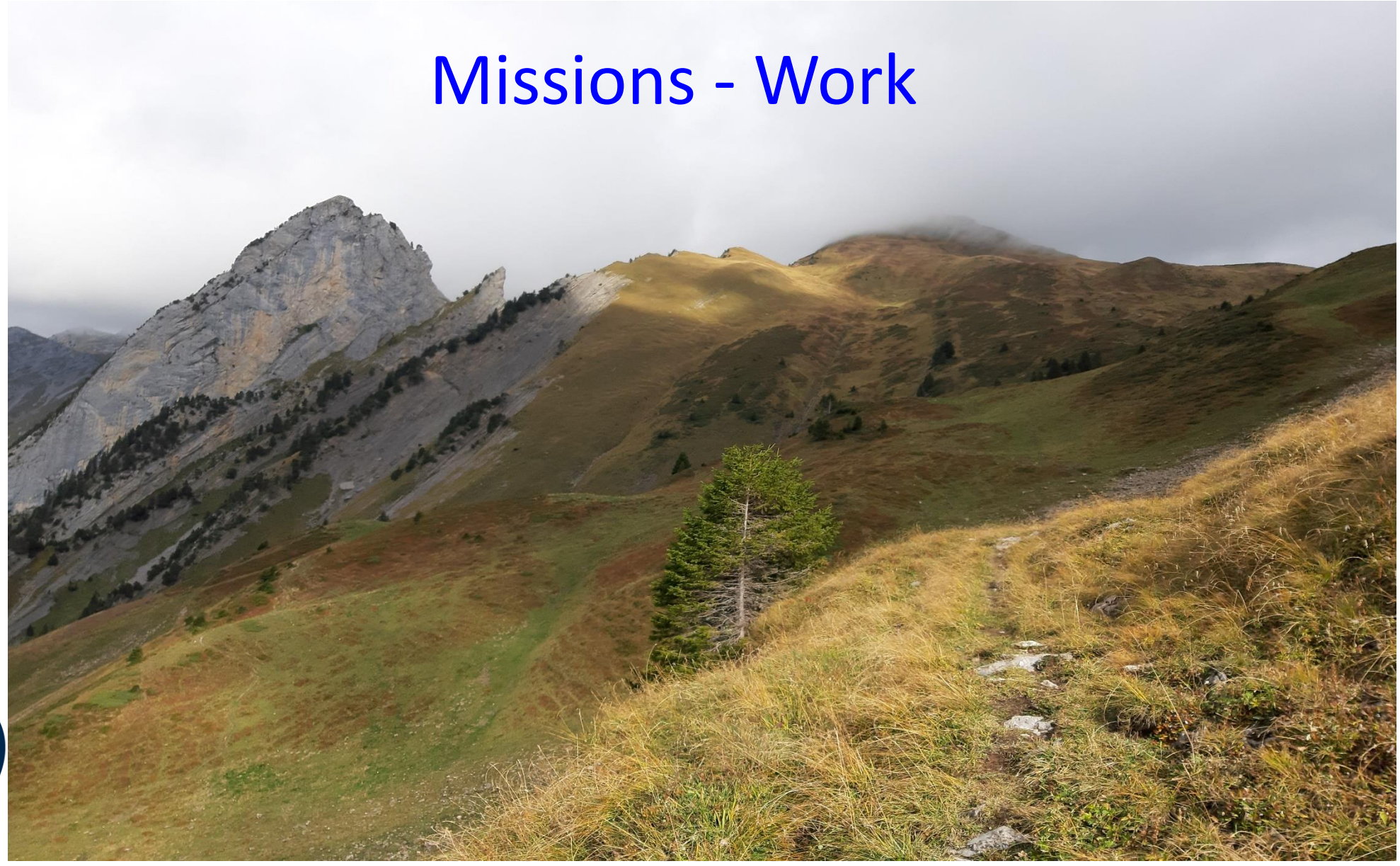
Personal protective equipment (PPE)

PPE are systematically provided to any employee who requires it.

If you need to replace or receive equipment for new risks, please contact the safety assistant.

As part of your mission, you must wear PPE whenever it is required.

Missions - Work



Welcome to the worstation

When you arrive at the workstation (e.g. the sediment room or chemistry bench) :

- **Your supervisor or colleagues must explain your tasks to you in detail.**
- **They must also show you how the workspace is organised.**
- **How we work.If there are several people, explain how interactions work.**
- **If you are working alone:They must also explain safety instructions, emergency measures and evacuation procedures.**
- **In case of a problem, there are instructions to follow.**

On-the-job training is a legal requirement. Do not hesitate to request it!

Working alone!

Working alone means: It means performing a task in a work environment where you cannot be seen or heard directly by others, and where visitors are unlikely to come.

Missions

Going on a mission means:

- ✓ **Having the necessary skills, or being accompanied by someone who does.**
- ✓ **Having the required physical abilities;**
- ✓ **Being properly equipped for the terrain and conditions;**
- ✓ **Having a mission order on the day of departure;**
- ✓ **If you are responsible for the mission, you must have assessed the dangers, as well as the equipment and abilities of those accompanying you.**

All hazardous work carried out in isolation is prohibited. Any other work carried out in isolation must be approved by the person in charge to ensure compliance with safety rules and emergency procedures.

Les missions

There is an obligation to assess risks prior to the mission.

This applies to lake environments, underground environments, mountains and other outdoor environments.

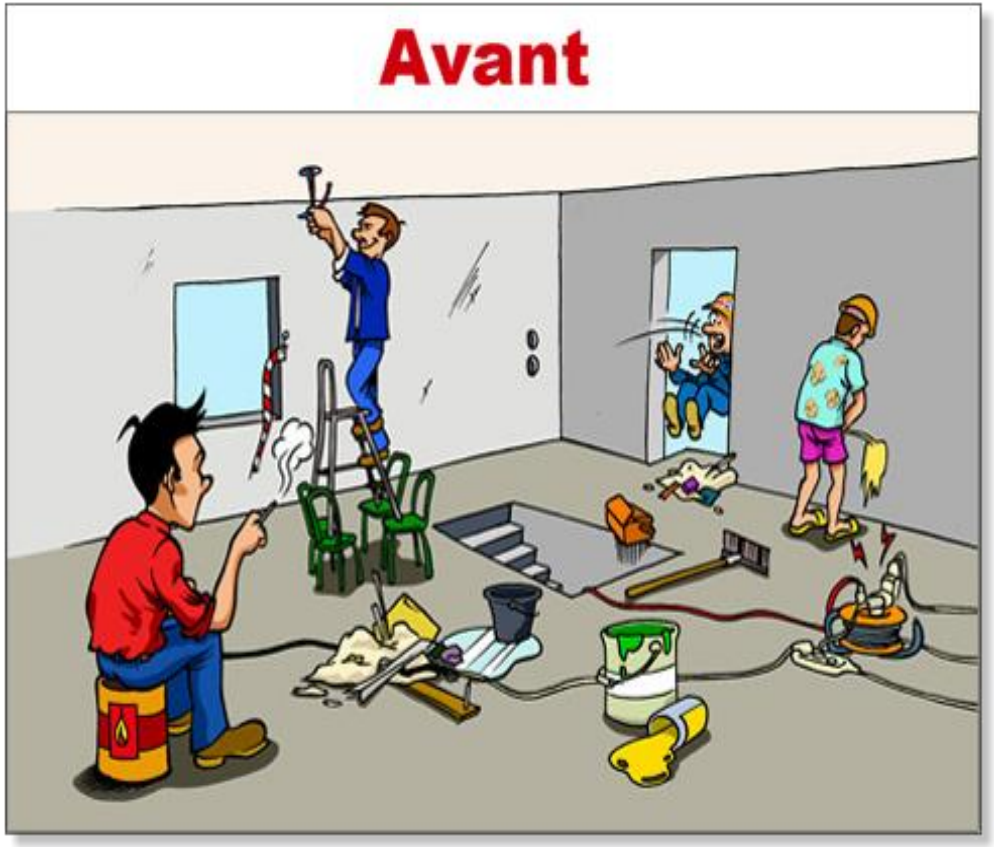
The mission book and the risk assessment section are tools that are available as an application on smartphones.

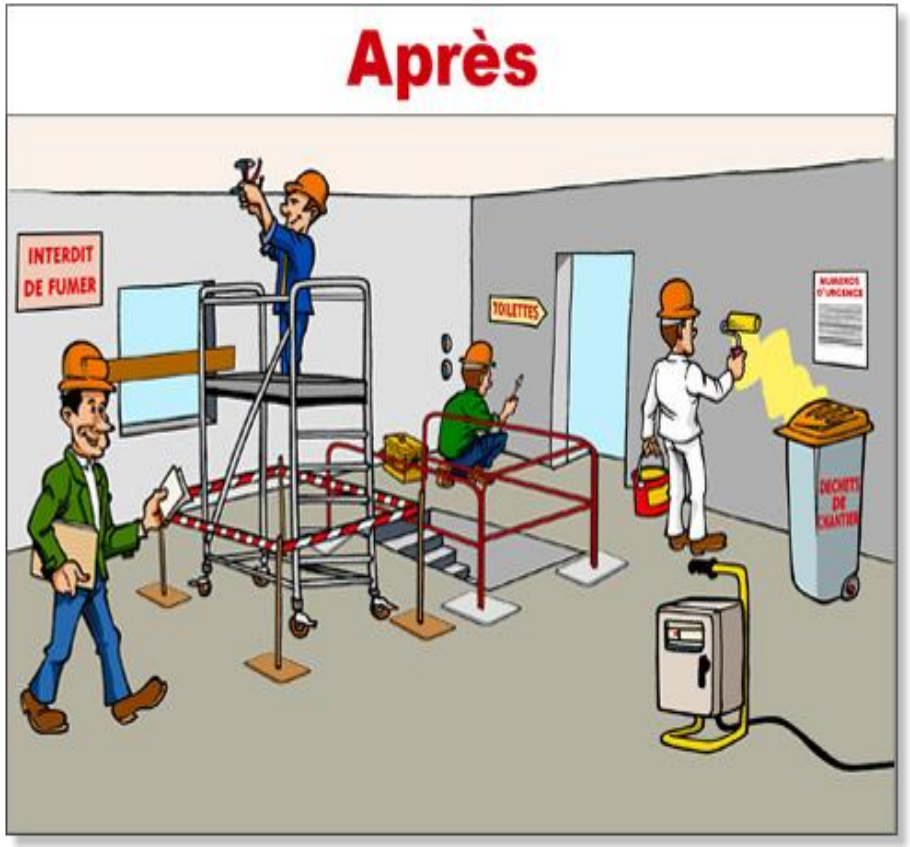
Validating the entry creates a summary file in PDF format. This file is saved alongside the mission data and serves as proof that the pre-mission risk assessment was carried out before the mission began.

Additional information

External companies

If an external company is involved in an intervention, risks can be created by this collaboration.To limit these risks, a safety prevention plan must be signed with the external company every time. The health and safety assistant will provide employees involved in the intervention with specific instructions.

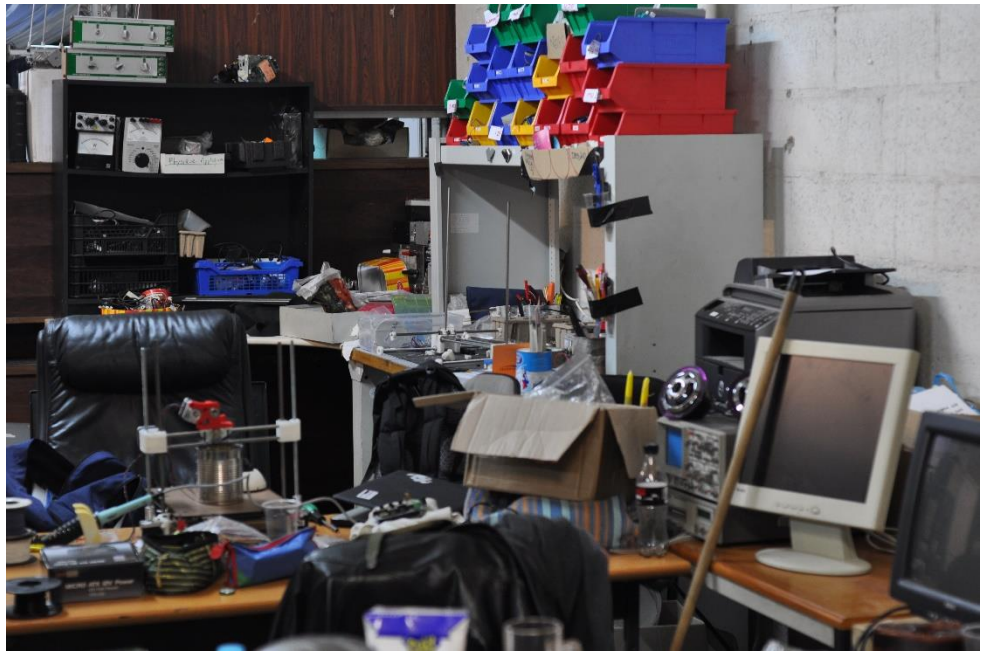




A few points about hygiene

Hygiene at work: Above all, it's about respecting others.

Clean and tidy up after yourself :

- ✓ **Workspaces**
- ✓ **Common areas;**
- ✓ **Toilets.**

Do you do the same thing?