GENERAL SAFETY INSTRUCTION GSI-SO-11

SPECIALISED SAFETY OFFICERS COMMITTEES (SSOC)
INTRODUCTION

For the convenience of the reader, this General Safety Instruction uses the masculine gender only. However, its use shall be understood as referring to both genders unless the context clearly indicates a reference to one gender only.

1.1 Legal basis

In accordance with its intergovernmental status, the Organization establishes and updates Safety Rules to implement its Safety Policy.

This General Safety Instruction forms part of the CERN Safety Rules and is issued pursuant to the Staff Rules and Regulations and the CERN Safety Policy.

1.2 Purpose and scope

The purpose of this General Safety Instruction is to define the terms of reference of the Specialised Safety Officers Committees (SSOC).

1.3 Definitions

For definitions please refer to the Safety Regulation SR-SO “Responsibilities and Organisational Structure in Matters of Safety at CERN”.

1.4 CERN Safety Rules and Laws

This General Safety Instruction is supplemented by the documents listed below, where they exist:

- Safety Regulations (SR);
- General Safety Instructions (GSI);
- Specific Safety Instructions (SSI).

In the event of any ambiguity or contradiction between the above-mentioned documents, they shall apply in decreasing order of priority, starting from the top.

MISSION AND SCOPE OF WORK

Each SSOC shall, in its specific field of expertise, support the Department Heads and the Technical Coordinators concerned, via the Departmental Safety Officers Committee (DSOC), in ensuring overall consistency with a view to the implementation by the Departments and the Large Experiments of the CERN Safety Policy, the CERN Safety Rules, the CERN Safety Objectives and best practices, as well as continuous improvement of Safety based on lessons learnt.

Each SSOC shall in particular:

- exchange information on the implementation by the Departments, including Experiments hosted by them, and the Large Experiments of the CERN Safety Policy, the CERN Safety Rules, the CERN Safety Objectives and best practices, including lessons learnt;
- identify issues regarding the implementation of the CERN Safety Policy, the CERN Safety Rules, the CERN Safety Objectives and best practices and propose appropriate measures or actions;
- propose improvements to the CERN Safety Policy, the CERN Safety Rules, the CERN Safety Objectives and best practices based on lessons learnt.

MEMBERSHIP

The membership of the SSOC shall be as follows:

- the Specialised Safety Officers (SSOs);
- at least one expert of the HSE Unit.

Each SSOC may invite experts to participate in its meetings if it so deems necessary.

The Chair of each SSOC shall be appointed by the Head of the HSE Unit.
4 \hspace{1em} **ORGANISATION**

Each SSOC shall meet regularly, typically two to six times a year. Meetings are called by the Chair, who shall issue an agenda. The SSOC Chair shall organize the SSOC secretariat. Minutes of each SSOC meeting shall be established and distributed to:

- the Department Heads of the SSOs;
- the Technical Coordinators if they have appointed a SSO;
- the Head of the HSE Unit;
- the HSE Unit Group Leaders;
- the SSOC members;
- the Chair of the DSOC;
- any other person as the SSOC Chair may deem appropriate.

5 \hspace{1em} **REPORTING**

The Chair of each SSOC shall report to the DSOC on the activities of the SSOC concerned and on proposed measures, actions or improvement to the SSOC field of expertise.

6 \hspace{1em} **FINAL PROVISIONS**

6.1 \hspace{1em} **Replacement of existing documents**

This General Safety Instruction (version 1), including the applicable CERN Safety Rules and Laws (cf. section 1.4), cancels and replaces the corresponding provisions of Safety Code A10 “The Safety Policy Committee (SAPOCO) and Safety Officers’ Committees”.

6.2 \hspace{1em} **Entry into force**

This General Safety Instruction (version 1) enters into force upon its publication on the CERN website dedicated to the Safety Rules: [https://www.cern.ch/safety-rules](https://www.cern.ch/safety-rules).