SAFETY REGULATION SR-WS

WORKS AND SERVICES
1 INTRODUCTION

For the convenience of the reader, this Safety Regulation 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 Safety Regulation 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 Safety Regulation is to define the minimum Safety requirements for the execution of works and services on the CERN site, with the exception of project design.

1.3 Definitions

For the purposes of this Safety Regulation, the following definitions shall apply:

- **Category 1 operation**: all the works and services executed towards the same objective:
  - of a total volume greater than 4000 hours; and
  - on a single, cordoned-off worksite; and
  - involving several operating entities and not interfering with CERN’s operations.

- **Category 2 operation**: all the works and services executed towards the same objective that are not Category 1 operations, including in particular:
  - all works of a total volume of less than 4000 hours, or involving a single operating entity, regardless of the volume of activity;
  - activities of any duration relating to services and concessions.

- **Complex**: a set of beam and associated experimental facilities; the CERN Complexes are the LHC, SPS and PS.

- **HSE Unit**: organic unit competent in matters of occupational health and safety and environmental protection.

- **Laws**: laws, rules, regulations, ordinances, prescriptions, directives, standards and procedures issued by a national or international authority other than CERN or by a professional association or standardisation body.

- **Operating entity**: organic unit, institute, contractor, concession holder, self-employed person or other entity, including subcontractors, if applicable, carrying out an activity as part of an operation.

- **Operation**: all the works and services executed by one or more operating entities towards the same objective.

- **Organic unit**: department or administratively assimilated unit or a CERN Experiment.

- **Project Leader**: person in charge of the design of a project and of the execution and monitoring of one or more operations involved in the completion of the project. This person acts on behalf of the organic unit responsible for the project.

- **Safety coordination**: in the framework of an operation, the management of risks associated with activities carried out simultaneously or otherwise in the same work area by one or more operating entities.

- **Safety Coordinator for Category 1 operations** (hereinafter “Safety Coordinator”): person who, under the Project Leader’s responsibility, is tasked with coordinating Safety during the execution phase of a Category 1 operation and assisting the Project Leader during the project design and Safety File compilation phases.

- **Safety File**: set of documents and data relating to the assessment of the Safety, at all stages of their life cycle, of installations, projects, facilities or CERN Experiments and the corresponding implementation measures and procedures as well as lessons learned.

- **Services**: any activity for which an operating entity provides CERN with know-how or skills in a specific and defined domain, such as maintenance, transport, IT or telephone support, catering, inspection or assistance, and that is the subject of a contract, a concession or another form of agreement.

- **Technical Stop**: a scheduled shutdown for preventive or corrective maintenance or for performance upgrades of the Complexes.

- **Works**: any temporary or mobile activity in the fields of building or civil engineering, such as excavation, earthworks, construction, assembly and dismantling of prefabricated components, fitting out and furnishing, conversion, renovation, repair, dismantling, demolition, maintenance, upkeep (painting, cleaning), sanitation, etc.
• **Work and Safety Coordination Plan (WSCP):** based on a risk analysis, document defining all the measures for the prevention of risks stemming from the simultaneous performance of activities by the various operating entities on the worksite or from consecutive activities when a completed operation leaves a legacy of risks for other operating entities.

### 1.4 CERN Safety Rules and Laws

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

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

and by the relevant provisions of the following Laws:

- Décret n° 94-1159 du 26 décembre 1994 relatif à l'intégration de la sécurité et à l'organisation de la coordination en matière de sécurité et de protection de la santé lors des opérations de bâtiment ou de génie civil et modifiant le code du travail (France).
- Décret n° 92-158 du 20 février 1992 complétant le code du travail et fixant les prescriptions particulières d'hygiène et de sécurité applicables aux travaux effectués dans un établissement par une entreprise extérieure (France).
- Ordonnance (832.311.141) du 29 juin 2005 sur la sécurité et la protection de la santé des travailleurs dans les travaux de construction (Switzerland).
- Règlement sur les chantiers (L5 05.03) du 30 juillet 1958 (Switzerland).

### 2 MINIMUM SAFETY REQUIREMENTS RELATING TO WORKS AND SERVICES

#### 2.1 General

The organic unit responsible for an operation, including the organic unit responsible for the coordination of a Technical Stop:

- precisely defines the perimeter of the operation;
- classifies the operation as Category 1 or Category 2, or as a Technical Stop;
- designates the Project Leader or the person in charge of the operation, in the case of Category 1 and Category 2 operations;
- makes the required declarations regarding building or civil-engineering operations to the competent authorities, in accordance with the applicable regulations of the Host States concerned and taking into account CERN’s status;
- ensures that the Safety requirements defined in the applicable CERN Safety Rules are met for the duration of the operation.

The classification of an operation as Category 1, Category 2 or a Technical Stop as well as the main provisions regarding Safety shall be brought to the attention of future operating entities at the invitation to tender stage or at the establishment of the collaboration agreement relating to the operation.

A Work and Safety Coordination Plan (WSCP) is mandatory for Category 1 operations and Technical Stops and shall be:

- annexed to the invitation to tender or collaboration agreement relating to the operation, if applicable;
- brought to the attention of the operating entities in all other cases.

Every operation shall be announced internally before it starts, in accordance with the applicable CERN Safety Rules.
2.2 **Safety coordination**

Every operation requires Safety coordination, which falls under the responsibility of:

- the Project Leader in the case of Category 1 operations;
- the person in charge of the operation in the case of Category 2 operations;
- the organic unit responsible for technical coordination in the case of Technical Stops.

In the case of Category 1 operations, the Project Leader shall be assisted by a Safety Coordinator and shall take into account any Safety requirements issued by the latter.

3 **SAFETY DOCUMENTS**

The organic unit responsible for an operation shall ensure that the Safety documents relating to the operation are kept up to date and archived. The Safety documents shall be integrated into the Safety File, if applicable.

4 **FINAL PROVISIONS**

4.1 **Replacement of existing documents**

This Safety Regulation (version 1), including the applicable CERN Safety Rules and Laws (cf. Section 1.4), cancels and replaces the corresponding provisions of Safety Instruction IS50 “Safety Coordination on CERN Worksites”.

4.2 **Entry into force**

This Safety Regulation (version 1) is published on the CERN website dedicated to the Safety Rules: [https://www.cern.ch/safety-rules](https://www.cern.ch/safety-rules) and shall be implemented as from 1st of June 2016. Until this date, Safety Instruction IS50 “Safety Coordination on CERN Worksites” remains applicable.