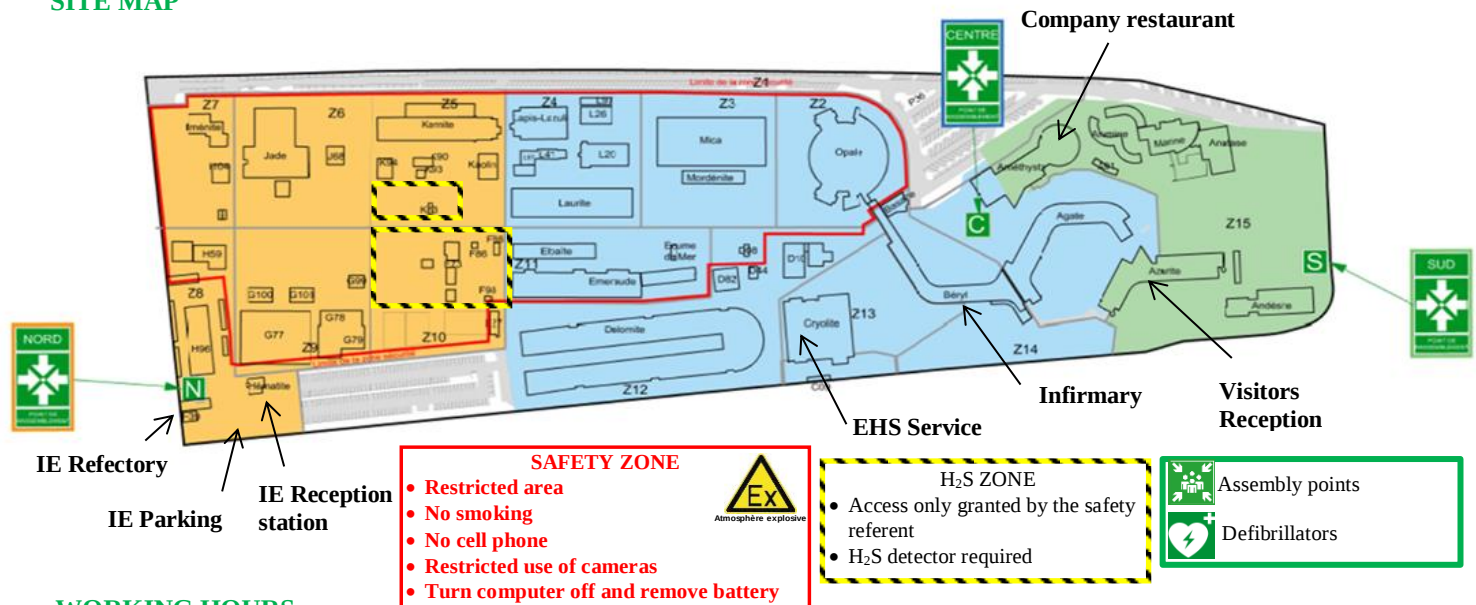


SITE MAP



WORKING HOURS

Site is accessible for Intervening companies:

- Monday to Friday from 8:00 am. to 17:00 p.m. (for activities with Fire Permits, they must stop at 16:40 p.m.)

Any intervention outside these schedules requires an HHO (outside normal working hours) working Authorization issued by the principal.

SITE ACCESS

- Park in the parking lot dedicated to external companies located to the north of the site
- Report to guard station « Hematite » to get a working authorization and to inform the IFPEN principal
- Delivery of a badge (visitor or intervening company) to wear visibly and permanently.
- Return your badge and your working authorization before leaving

CIRCULATION ON SITE

Pedestrians	Vehicles
- Access to sites only by footpaths - Do not cross buildings, outdoor facilities or the marked areas (H₂S zone, worksite...) - Do not run - Hold the ramp when using the stairs	- Only vehicles with the name of the company and provided with an authorization can penetrate on the IFPEN site - On the site, only park on reserved locations (numbered location) - Park in the right direction for leaving and with keys in the ignition - Respect of highway code and speed limit - Priority to pedestrians and bikes

CLEARANCES

On site, always have Chemical Risk clearance (Chemical Risk 1 for operational staff and Chemical Risk 2 for team leader) and if necessary, specific clearances (bridge operator, electrician...)

WORKING AUTHORIZATION AND ASSOCIATED PERMITS

- Work begins only after the signing of the working authorization** and the potential permits by the IFPEN principal, the safety officer and/or the operator of the area (mentioned on the Working authorization).
- Always carry Working Authorization and permits ; they could be asked during site visits
- Fire permits are signed by EHS directly on worksite, by request by calling the 2619.
- Intervening company staff :
 - Read the risk analysis on the working authorization
 - Respect the instructions and the validity periods
 - In case of difficulties in the implementation of these instructions, inform the principal

Working Authorization	Fire Permits	Excavation Permits	Penetrating Permits	HHO Authorization

WORK AT HEIGHT

Only use compliant equipment and up to date with the following regulatory controls:

- approved scaffolds, ladders either attached or maintained by a person
- adjusted and fixed safety harnesses
- platforms used by 2 qualified persons (one on the platform and the other one the lookout ground)

AREA AND SAFETY EQUIPEMENT IDENTIFICATION

Before entering in an area, read the data sheet above:

- Area Hazard
- Required PPE
- Person to notify in case of emergency
- Specific instructions

And identify the safety equipment (Emergency Exit, Emergency phone, Safety shower, Fire extinguishers) close to your workplace.

COLLECTIVE PROTECTIVE EQUIPMENT (CPE) AND PERSONAL PROTECTIVE EQUIPMENT (PPE)

Collective protection Equipment is provided and used depending on the work carried out: Markings barriers / Splash guard / Ventilation (fume chamber, exhaust hood, etc.)

The required PPE are worn depending on the area where the work is taking place.

TESTING WORKSHOP			
Safety shoes	Work covering clothes	Safety glasses	Hard Hat or cap
			

LABORATORY	
Work covering clothes	Safety glasses
	

Beside the PPE above, if necessary, wear the specific PPE, adapted to professions (ex: welder's glasses, safety shoes, gloves adapted to chemical products, etc.).

WHAT TO DO IN AN EMERGENCY ?

ALERT: In case of incident, accident or fire

Depending on your location, use:

- An alarm box ("break glass...")
- A safety phone (black or red)
- dial the **112** on a fixed IFPEN phone

**OPERATE**

- In the event of an injury, even a small one, go immediately to the infirmary for it to be taken care of.
- In case of projection of dangerous products, either rinse your eyes yourself under the shower or use the eye wash at least 15min and until the arrival of the intervention team.

EVACUATE

3 SHORT SOUNDS	1 CONTINUOUS SOUND
	
⇒ General Bell in case of IOP Wait for further instructions	⇒ Evacuation Alarm Evacuate the area or the building

If you hear evacuation warning signal :

- Go to the assembly point using the nearest emergency exit
- Never turn round
- Do not use the elevators and hoists
- Wait for instruction from EHS service before going back to your workstation

**ENVIRONMENT, ORDER AND CLEANNESS**

- Keep workplaces clean and tidy, included premises and lockers at your disposal
- Evacuate progressively non-used materials and store materials remaining on site in storage areas
- Clean the workplace regularly
- Separate waste using sorting bins available on the site
- Do not pour hazardous in sinks or manholes.

COMPANY RESTAURANT

Have your meal either at the company restaurant or at the dedicated staff canteen (see map).

No meal can be taken on working sites or working premises.

You can only access the company restaurant or canteen wearing your personal clothes (work clothes are forbidden).

Synthèse et mise en forme

DANGERS

EPI OBLIGATOIRES

PERSONNES A PREVENIR

COMTE Ronald 3160
BAFIK Souad 2677
VOLLAND Eric 2508
APPEL URGENCE 112

CONSIGNES PARTICULIERES

ACCES INTERDIT SANS RAISON DE SERVICE

Présence d'amines

- Port du détecteur portatif amines obligatoire sur une unité de synthèse de zéolithes

PROTECTIONS OU PREPARATIONS DANGEREUSES PRESENTES

Produit	Chimique	Biologique	Mécanique	Thermique	Chimique	Biologique	Mécanique	Thermique
1	X				X			
2	X				X			
3	X				X			
4	X				X			
5	X				X			
6	X				X			

3MOR/004