

	<p>INSTRUCTION DE SÉCURITÉ SAFETY INSTRUCTION</p>	<p>IS4 Rev. 2</p>
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Safety Inspections

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1 Introduction and Definitions

CERN ensures *initial and periodic Safety inspections* of its *facilities* in accordance with the Safety rules in force. This Safety Instruction sets the procedure for *Safety inspections*. It does not substitute nor preclude the application of any regulation on Safety inspections, which the Safety Commission (SC) may define.

The **initial Safety inspection** of a *facility* assesses its compliance with all applicable Safety regulations including its safe implementation in its local environment. An *initial Safety inspection* is compulsory for new *facilities* or existing ones, which have been *significantly modified*. It shall define the frequency for the periodic *Safety inspections* if not defined elsewhere.

The **periodic Safety inspection** verifies the preservation of Safety as defined during the *initial Safety inspection* as well as the compliance with the Safety rules in force.

A **significant modification** to a *facility* is one that may alter hazards or risk mitigation measures with regard to its previous state and so make compulsory an *initial Safety inspection*.

A **facility** is the generic term for a building, an *installation, experimental apparatus or a piece of equipment* requiring regular inspections. An **installation** consists of a structure, its local environment and interconnected *equipment* to provide a particular service or to be used for a particular task. *Installations* include electrical, RF power or cryogenic fluid generation and distribution systems, chemical or gas distribution plants, alarm level 3 systems, experimental apparatus of any kind. A piece of **equipment** is an instrument needed for an undertaking or to perform a service. It includes lifts and service elevators, safety valves, pressure vessels, machine tools, fire extinguishers, automatic doors, hoisting gear.

An **independent inspection body** must be properly qualified, hold an appropriate certification, and is not, and has not been, directly involved in the design, construction, or operation of the facilities to be inspected. It must be free of all pressures and inducements, particularly financial, which might influence its judgment or the conclusions of the *Safety inspection*.

The **person in charge of Safety** for a *facility* under construction/dismantling is the person in charge of the work (project leader). The *person in charge of Safety* for an existing *facility* is the Territorial Safety Officer (TSO) for a building, the GLI-MOS for an experiment, and the installation supervisor for an *installation or piece of equipment*.

2 Responsibilities

Departments are responsible for ensuring the *initial and periodic Safety inspections* of all *facilities* under their authority, if required so by, and with a frequency as defined in, the Safety rules.

The Safety inspections must be carried out by an *independent inspection body* as defined above.

The *person in charge of Safety for the facility* shall launch the *initial and periodic Safety inspections* of the *facility*.

A *facility* having undergone a *significant modification* shall be re-submitted to an *initial Safety inspection*.

3 Specificities for Buildings

Safety inspections are carried out for buildings to assess overall Safety and working conditions. They may reveal steps to be taken or changes to be made to improve Safety or working conditions. They shall also ensure that the *initial and periodic Safety inspections* of *installations/equipment* housed in the area have been carried out.

All buildings shall be inspected with a frequency according to their inherent risk as defined at the *initial* or last *periodical Safety inspection*.

This risk classification shall be confirmed during each *periodic inspection* or changed at any time on request by the TSO. Any re-classification shall be approved by SC.

4 Organization

4.1 Reports

The inspection reports, drawn up by the *independent inspection body*, are sent within one week to the *person in charge of Safety* with copy to the Departmental Safety Officer (DSO) for buildings and to the Territorial Safety Officer (TSO) concerned for *installations and equipment*.

4.2 Follow up

Any actions specified are mandatory and the *person in charge of Safety* is responsible for their completion. He/she sets the time for their completion and communicates this to the bodies as defined under 4.1, whom he also informs of the completion of the actions. Immediate actions, if necessary owing to a serious hazard, are marked as such in the reports. The follow-up of all actions is documented in a database.

4.3 Dispute

If any actions specified in a report or the time set for their completion are disputed, the *person in charge of Safety* must inform the hierarchy and SC in writing within a week of the reasons for disputing them and any steps taken or proposed in their stead.

4.4 Traceability

The inspection reports shall be centrally archived, easily retrievable and accessible by the TSO and DSO as defined under 4.1, as well as by SC.

5 Legal Basis

This Safety Instruction is published by the Safety Commission, in reference to the CERN Safety Code A5¹⁾, under the procedure set out in CERN Safety Policy document SAPOCO/42 and pursuant to the Organization's Rules and Regulations. It comes into force with its publication.

¹ CERN Safety Code A5, *Safety of Experimental Apparatus*