

GENERAL WORKPLACE REGULATIONS ON LABOR SAFETY AND HEALTH FOR VISITORS AND EMPLOYEES OF THE SENATE OF ROMANIA

(excerpts)

Made up in accordance to:

- Stipulations of Art.41 paragraph (2) of the Constitution of November 21st, 1991, republished;
- Stipulations of Art. 13 letter e) of Law no.319/2006;
- Stipulations of Art.15 paragraph (1) point 3 of Government Decision no. 955 of September 8th, 2010 to modify and complete methodological regulations to enforce the stipulations of the Law on labor safety and health no. 319/2006, approved by the Government Decision no.1425/2006.

These regulations aim at eliminating or diminishing risks of professional hazards and diseases in order to protect visitors.

For the safe access of the visitors to the Senate of Romania, these will be informed on the main security and health regulations to be observed within this institution precincts, as follows:

1. Access to the institution precincts

The access to the institution is forbidden to the turbulent persons, or in state of ebriety, as well as to the persons holding alcoholic drinks, weapons, drugs or blunt objects.

2. Walking within the institution

Walking in the building corridors will be made taking into account the state (quality and adherence) of the circulation ways, being forbidden to run and/or to “skate” on the slate floor tiles, mosaic or waxed parquet floor. One should mind walking from a room to another room, watching forwards, without carrying big objects/materials to obstruct visibility. In case it is necessary to carry big objects/materials, the accompanying person will safely coordinate walking. The doors will be opened attentively not to accident any person in the nearby of the door.

3. Delimitation of the access area

It is forbidden to touch facilities, devices under voltage or electrical equipments.

It is forbidden to climb up the roofs or other high areas without being accompanied.

It is forbidden to visit workplaces for which one has no acceptance from the authorized persons.

It is forbidden to arbitrarily put off, modify, replace or eliminate workplace safety, especially electric and mechanic equipments, (heating, sanitary, water-sewerage facilities), telecommunication facilities with the institution precincts.

Climbing down the entrance and interior access stairs will be made observing the following rules:

- walking only on the right side
- walking at normal speed, without jumping two or several stairs at a time
- walking (on the winding stairs) in a simple row, one after another, allowing at least one step between the person in front
- walking attentively, without reading, without lighting cigarettes and without making conversation with other persons at the same floor or at distance from the destination place
- not stepping on the objects fallen down on the stairs (fruit stalk or peels, pencils, etc.)
- handrails will be used as a support

Talking the elevators will be made as follows:

- one shall enter only face frontwards
- it is not allowed to transport big, combustible, explosive or toxic materials by the elevators designed for people transportation
- it is not allowed to exceed the number of the persons or the maximal accepted weight
- it is forbidden to force doors after they begin to close or to open doors during the motion of the elevator
- it is forbidden the access to the elevator if the elevator platform and the front access area are not in the same horizontal line
- smoking is forbidden within the elevator cabin
- it is forbidden to try leaving the elevator cabin if this is blocked between floors.
- it is forbidden to abide on the circulation ways within the institution.

4. First aid units

In case of a hazard involving visitors, the accompanying person will use workplace procedure to grant the first aid. In order to grant special medical first aid the accompanying person will dial emergency service 112.

5. Other stipulations

- To wear protection equipment the whole day (if necessary)
- To sit down on a chair only after checking the condition of it. The person will sit on the entire surface of the chair and will not rock on the chair legs
- When having hot beverages: tea, coffee, etc., the person will take into account how hot these are in order to avoid scalding

To prevent fires the following rules will be obeyed:

- a) Smoking is allowed only in special areas signed by the employers. Smoking is forbidden in the areas where combustible materials are stored or it is written: No smoking.
- b) It is forbidden to block corridors or access ways with materials which might prevent evacuation or fire men's action to extinguish fires.