

SAFETY REGULATION VV22 The use of the alarm system for lone workers	 Balen/Pelt
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1	PURPOSE	2
2	SCOPE	2
3	DEFINITIONS	2
4	PRESCRIPTION	2
4.1	Reference	2
4.2	Approach	2
4.2.1	Decision flow	3
4.2.2	Decision matrix	3
4.3	Action	4
4.3.1	Procedure.....	4
4.3.2	Alarm	5
4.3.3	Porter	Error! Bookmark not defined.
4.3.4	End of alarm lone worker's system	5

SAFETY REGULATION VV22

The use of the alarm system for lone workers



1 PURPOSE

This procedure deals with the use of the alarm system for lone workers.

2 SCOPE

This procedure applies in NYRSTAR Balen/Pelt. It applies to personnel working in isolated places with a certain risk and aims to ensure quick assistance by always allowing immediate calls for help.

3 DEFINITIONS

User: Employee who has the lone worker system.

Central station: Central unit set up in the securities lodge which is manned 24h/24h and where the alarms come in from the lone worker's system.

Man down alarm: Device that emits alarm signal.

Victim: Person whose alarm goes out via the Lone worker's device.

EIP member: First intervention team member

4 PRESCRIPTION

4.1 Reference

ARAB Art 54b: Each individual worker employed has means of alarm appropriate to the circumstances. No work to be carried out in hazardous conditions may be entrusted to a secluded worker. The presence of another person who is able to give quick alarm in necessary'.

4.2 Approach

The departments provide an inventory of all workstations where the use of lone worker's devices is mandatory and, if necessary, desired on the basis of the following information:

- The starting point when using a man down alarm is that it must be used if someone works alone for a long time in an environment with increased risks from the installation or used machines. Here, the use of man down monitoring should become **mandatory**.
- If certain employees would benefit from man down devices because of being alone in a certain place for a long time without increased risk, the use of man down monitoring can be **recommended**.

The man down monitoring is designed in such a way that the alarm can be raised via this system without the man/woman in question being able to take any action ('man down').

This is important in situations where:

- someone loses consciousness in a dangerous environment due to an external cause (e.g. machines) or by becoming unwell themselves, and moreover
- This event would go unnoticed for a longer period of time because the person is not missed (there is no regular contact e.g. via walkie-talkie and there are rarely, if ever, passers-by or colleagues who have contact).

SAFETY REGULATION VV22

The use of the alarm system for lone workers

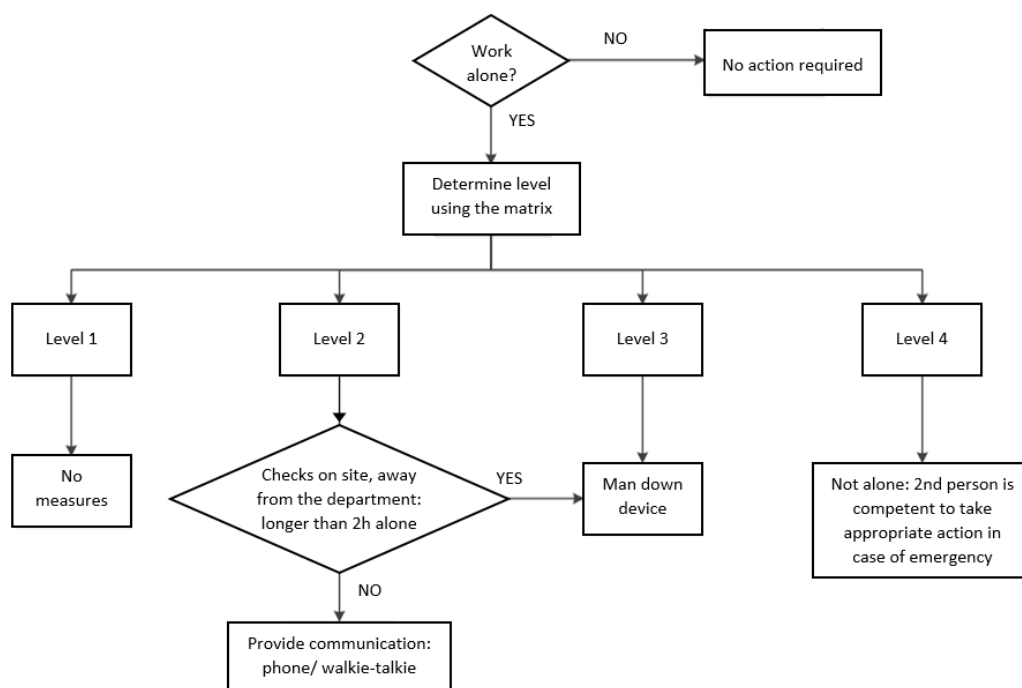


Some examples:

- Someone who (by default) only works near relatively dangerous machines: yes. Most concrete example: operator cathode workshop
- someone who only goes on a normal inspection round within the department and is in contact with (among other things) the control room operator via the walkie-talkie or mobile phone : no. This person does not really disappear from the picture, is reasonably easily able to report special situations via the postage or mobile phone (.. *there's something going on here...., ... I actually don't feel that good at all...*)
- someone who goes on a tour outside the department and will be away for a longer period of time (e.g. to the 'heath' or 'across the canal'): yes
- Someone who is sent to a malfunction of a relatively dangerous machine (e.g. filter press) or to a risky environment (e.g. big bag installation), without contact with or sight by others: yes.

4.2.1 Decision flow

To check whether a man down device is needed for a separately employed person, one can use the decision flow below.



4.2.2 Decision matrix

SAFETY REGULATION VV22 The use of the alarm system for lone workers	 Balen/Pelt
--	---

To determine the level, one can use the decision matrix below

Nature of work	Environment	Level	Safety measures	Measures
- Administrative work - Visual inspection - Manual work (without powered machines)	- Office - Simple work	1 – harmless The chance that the working environment will give rise to an accident is negligible	No additional measures are necessary	/
- Work on electricity with non-natable parts - Mechanical goods transport - Maintenance work	- Electrical business premises/distribution cabinets - Lab work - Warehouse - Machinery/installations	2 – Limited danger present A working environment in which there is an increased risk of an accident but in which expected assistance can be called upon by the person concerned	Means of communication provided: telephone/walky talky	Contact colleague every 2 hours Registration/deregistration of work Work permit
- Hazardous machinery/installations - Working with/on acutely hazardous substances - Secluded (solitary) tasks	- On rooftops - On stairs – ladders – scaffolding - Aerial work platforms - Storage/working with acutely hazardous substances - on or off the factory without anyone in the immediate vicinity.	3 – Immediate danger present A working environment in which, after an incident, there is a reasonable chance that the person concerned will not be able to immediately seek help	Lone worker surveillance provided	Man down monitoring carry cfr the applicable agreements
- Working at voltages higher than 500 V - Work on electricity with nastiable parts - Working in confined spaces	- High-voltage rooms - Electrical spaces with nastiable parts - Confined spaces	4 – Acutely threatening A work environment in which a life-threatening and/or dangerous condition can arise if immediate assistance is not provided after an incident	Working alone is not allowed	Perform work with minus 2 people. In confined spaces always follow procedure work in confined spaces

4.3 Action

4.3.1 Procedure

Bales: every person who needs to have this system picks up a man down alarm from the security. He gives his name and workshop where the security registers them together with the number of the device. He will test this device first.

In **Pelt**, the employees of the Hydro department have their own equipment and they register themselves.

Other employees in Pelt pick up the device from the security and register there. In Pelt they test weekly and this test is registered with the security.

Then one can go to his workshop. This device will be worn on the body at all times. After the end of his task, this person must return the device and log off from the doormen.

Hydro employees themselves log off in the system.

SAFETY REGULATION VV22

The use of the alarm system for lone workers



4.3.2 Alarm

If the device lies horizontally for some time, it will give a pre-alarm. One can then rectify it within a certain time and no alarm is given [at the doorman](#).

If the device is not rectified again, it will give an alarm to the security. An alarm can also be given by pressing the alarm button of the man down device. The security hears the alarm at the central post. He can read at the central post which man down alarm device has sounded the alarm and in this way look up the person through the registration.

The device can only be reset by removing the battery.

4.3.3 Security

After an alarm has been given, the doorman will try to determine the correct location of the possible victim. If this is not possible (for example, because the person giving the alarm does not answer), he will inform the EIP member of the relevant department about a victim. A search will be launched.

If it appears that the victim needs additional care, the accident procedure will be followed.

4.3.4 End of man down alarm

The end of the alarm can happen in two ways:

- The victim informs the central post that nothing is wrong (false alarm).
- The victim has been found and the security passes on the end of the alarm through walkie-talkie.