

THE KOŠETICE NATIONAL ATMOSPHERIC OBSERVATORY

WHS (Workplace Health and Safety)

This document is based on Annexes 5 to 5a of an up to date version of Directive No. 2019/09 (Occupational Health and Safety at Workplaces of the Czech Hydrometeorological Institute), “*Obligations of employees of external organizations entering the grounds of the Czech Hydrometeorological Institute (CHMI)*” and further on Directive No. 2014/11 “*Providing and managing fire safety in the Czech Hydrometeorological Institute*”, and is supplemented by a range of duties obliged to be observed by each person interested in entering and staying in the premises of the **Košetice National Atmospheric Observatory (NAOK)** operated by the **Czech Hydrometeorological Institute**, Na Šabatce 2050/17, 143 06 Praha 4, ID No. 00020699.

CONDITIONS OF ENTRY TO THE PREMISES

1. Before entering the NAOK, each person is obliged to acquaint itself in advance through the NAOK WHS regulations with the duties required by the NAOK, otherwise such a person cannot enter the NAOK premises.
2. Acquaintance with the NAOK WHS regulations can occur through:
 - an individual / group expression of the explicit consent by means of submitting the ACTRIS–CZ Infrastructure Open Access application request expressing the consent and commitment to comply with NAOK WHS,
 - group expression of the explicit consent in email communication,
 - individuals / groups of employees of the Czech Hydrometeorological

Institute are obliged to follow the internal regulations of the Czech Hydrometeorological Institute.

3. The NAOK WHS document is available at <https://www.actris-ri.cz/cs/menu/data-and-services/openaccess/> and also from the Head of NAOK, as well as in separate NAOK rooms.

IMMINENT RISKS

Everyone is required to get acquainted with the NAOK ongoing work, local conditions and risks arising from activities performed by CHMI staff at NAOK before commencing the relevant activity or the visit in NAOK.

Everyone is obliged to behave at NAOK in a way not threatening the own security and not causing any risk to others.

Everyone is required to adapt personal capabilities, capacity and health condition to the expected activities at the NAOK to avoid imminent danger, health and life threats, injuries and their consequences.

POSSIBLE RISKS

1. the risks of getting captured by rotating machine parts
2. the risks of stumbling and slipping on both inner and outer pathways
3. the risks of getting tumbled or squeezed by a moving, backward moving or turning vehicle (passenger vehicle, lorry, handling carriage)
4. the risk of a tree or a broken branch fall
5. the risk of icing fall
6. the risk of biting by a dog

SCOPE OF DUTIES, PREVENTION

1. Inform the Czech Hydrometeorological Institute (CHMI) in writing about the risks of potential health or life threatening risks arising from the activities to be undertaken or about an assumption of such a threat.
2. Ensure that the work activities of each person or excursion are organized and conducted in such a way as to avoid endangering other persons present within the premises.
3. Observe the ban on handling any CHMI equipment unless such handling is authorized by trained NAOK personnel.
4. Follow the instructions given by safety signs and by NAOK personnel.
5. Use the specified personal protective equipment for the instruments if required by the manufacturer or on the basis of a notice from NAOK personnel.
6. Not to engage in any NAOK activities under the influence of alcohol or other addictive substances whose possession is strictly forbidden at the NAOK area.
7. Submit to test for the presence of addictive substances or alcohol.
8. Observe the graphical signs for vehicles not entering uphill in front of the buildings and respect parking on reserved areas.
9. Keep the function of the emergency fire exits at the hotel's door leading on the road uphill the buildings and never lock the door when operating the hotel.
10. Observe the instructions for wearing a safety helmet and other protective equipment in the event of icing on the mast if moving close to mast, using the lift, or performing the work on the mast upper deck.
11. Do not manipulate with fire, explosives, volatile liquids, etc. at the NAOK area. In the event of a fire, immediately, according to the severity of the fire, attempt limiting or extinguishing it, or immediately call the FIREFIGHTERS using the emergency line 150 and immediately inform the Head of NAOK or the Deputy Representative of NAOK.
12. In the event of extreme phenomena such as sudden strong frost, snowstorm, thunderstorm, heavy rain, hailstorm, strong winds of Beaufort scale class 8 and more, when a prohibition on moving in the open area and especially entering the mast and the related technical equipment is issued and declared by the Head of NAOK or the authorized Deputy Representative of NAOK, respect this alert and, for a limited time, do not stay in these exposed places.
13. Take extra caution when moving within the premises around the NAOK facilities, especially during frosts, bad weather conditions, etc.
14. Ensure adherence to the NAOK Accommodation Code.
15. Do not rub or feed a watchdog.
16. Ensure increased safety when moving in the field outside the observatory (a forest tributary of the Anenský creek, where NAOK activities are carried out within the framework of integrated monitoring), especially in the woods in bad weather conditions.
17. In case of serious injury and life threat (injuries, loss of consciousness, nausea, electric shock, lightning, etc.), call the emergency service immediately using the emergency line 155 and immediately inform the Head of NAOK or the authorized Deputy Representative of NAOK about this event.

Project Large Research Infrastructure ACTRIS – participation of the Czech Republic (ACTRIS-CZ - LM2018122).

- 18.** Provide first aid or basic treatment (first aid kit at the NAOK workplace) and be involved in investigating injury and its causes with the Head of NAOK or the Deputy Representative of NAOK.

The WHS regulations are effective and binding as of 1st May 2020.

Approved on: 30.4.2020

Approved by:

Mgr. Adéla Holubová Šmejkalová
Head of Košetice Observatory



Signature: _____

**IMPORTANT PHONE NUMBERS
(ACCIDENTS, FIRE, EMERGENCY):**

Head of NAOK, Tel. No.: 565 498 015

Deputy Representative, Tel. No.: 565 301 056

112 Emergency

150 Fire

155 Ambulance

158 Police