

STAFF RESPONSIBLE FOR MANAGING

EMERGENCIES

Italian Legislative Decree 81/2008
Italian Ministerial Decree of 10/03/1998

Art. 18 Section 1 Part b

- The employer, who conducts the activities described in article 3, and the managers, who organize and oversee these activities in accordance with their allocated powers and responsibilities, must:
 - b) designate in advance the staff responsible for taking measures to prevent and fight fires, evacuating workplaces in the event of serious and immediate danger, rescue activities, performing first aid and generally managing any emergencies.

SicurEtica

STAFF RESPONSIBLE FOR MANAGING EMERGENCIES

Italian Legislative Decree 81/2008
Italian Ministerial Decree of 10/03/1998

Art. 18 Section 1 and Art. 43 Section 3

√ 3. Members of staff may only refuse to accept their role if they
have a justifiable reason

(refusing is an offence that is punishable by a prison sentence of up to one month or a fine of \leq 200 to \leq 600 for the member of staff).

The size and the specific risks of the company or production unit must be taken into account and a sufficient number of members of staff must be given appropriate training and equipment.

STAFF RESPONSIBLE FOR MANAGING EMERGENCIES

Italian Legislative Decree 81/2008 Italian Ministerial Decree of 10/03/1998

Art. 46 Sections 1 and 2

- ✓ 1. Fire prevention is a function of the highest public interest that falls under the sole jurisdiction of the State. By applying standardized criteria throughout the country, it seeks to preserve human lives, ensure that people are not harmed and protect property and the environment.
- 2. In workplaces in which the present legislative decree applies, appropriate measures must be taken to prevent fires and protect staff from harm.

(failure to do so can result in a prison sentence of two to four months or a fine of ϵ 1,200 to ϵ 5,200 for the employer/manager)

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Ministerial Decree of 10/03/98 GENERAL MATTERS

Art. 3

Preventive, protective and precautionary operating measures

- ✓ 1. Having seen the outcome of a fire risk assessment, the employer must take measures to:
- ✓ a) reduce the probability of a fire starting, in accordance with the criteria in enclosure II.

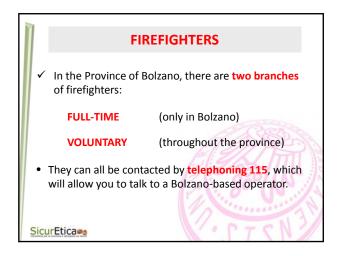


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WHAT IS FIRE SAFETY?

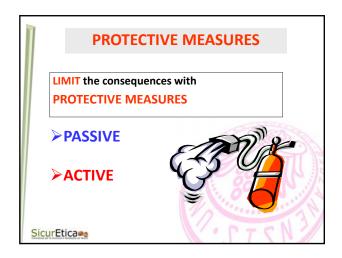
In theory, it is "the effort that must be made at work to eliminate hazards".

<u>Technically</u>, it is "the activity of seeking to **minimize** all work-related risks and prevent harm to the health of workers".



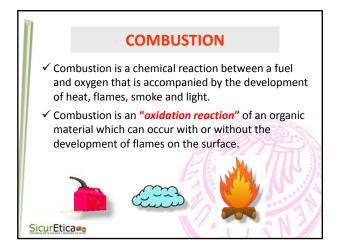


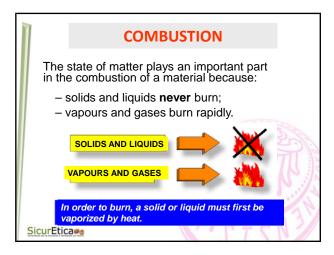


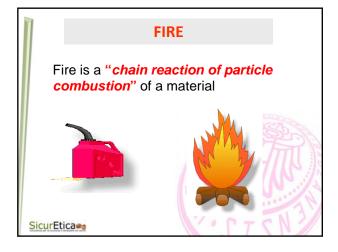




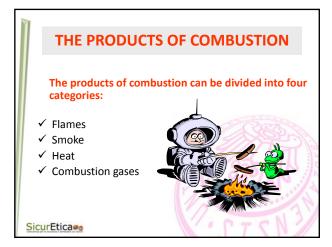








IGNITION SOURCES When searching for possible causes of fires, it is essential to pick out potential ignition sources, which can involve: ✓ Direct ignition ✓ Indirect ignition ✓ Friction ✓ Spontaneous combustion or heating



THE PRODUCTS OF COMBUSTION In addition to smoke and heat, gases are another major hazard in fires. Of all the products of combustion, smoke is definitely the most dangerous. ✓ Smoke is basically produced if there is a lack of oxygen during combustion or there are large amounts of water in the fuel that is burning. SicurEticaee

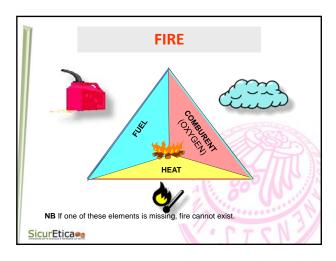
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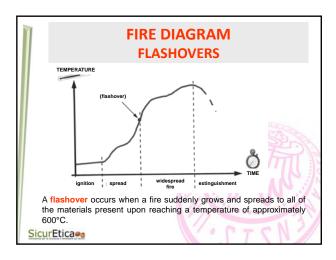
THE PRODUCTS OF COMBUSTION IN ADDITION Smoke is the main cause of reduced visibility and panic. It leads to confusion among people involved in fires. Heat is the main cause of fires spreading. It increases the temperature of all exposed materials and items, leading to damage and eventually complete destruction.

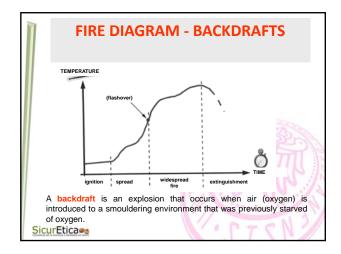
THE PRODUCTS OF COMBUSTION The main combustion gases are: Carbon monoxide – An odourless, colourless and highly poisonous gas – 4,000 mg/m³ can kill in less than one hour. Carbon monoxide – An odourless, colourless gas that is dangerous in concentrations of over 5,000 mg/m³. Hydrogen sulphide Sulphur dioxide – At a concentration of 30 mg/m³ it can cause severe irritation to the eyes, nose and throat. Hydrogen cyanide – It is produced when polyurethane burns and it can kill in a few seconds.

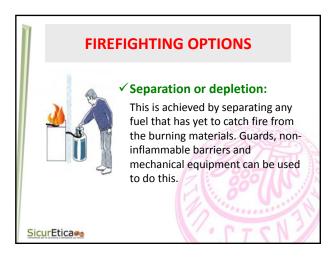
THE PRODUCTS OF COMBUSTION The main combustion gases are: Acrolein – It is produced when Formica burns and it is classified as possibly carcinogenic. Phosgene – It is produced when polystyrene burns and it is normally highly toxic. Ammonia – It is a powerful irritant. Nitrogen oxide and peroxide – They react with the haemoglobin in the human body. Hydrochloric acid – It is produced from chlorine and it is toxic.

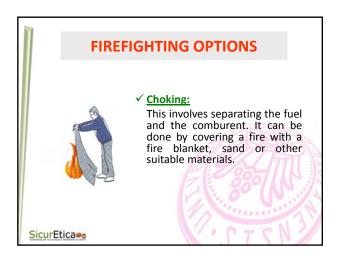


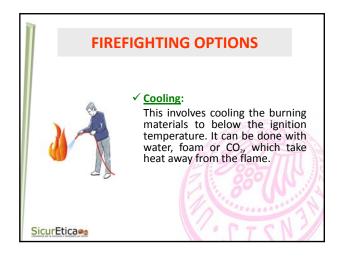








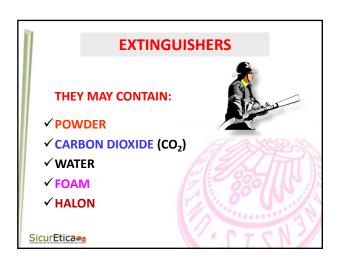
















EXTINGUISHERS

THEY MUST BE:

- ✓ of a sufficient number to cater to the fire risk and the size of the company;
- √ positioned appropriately;
- ✓ easy to use;
- appropriately marked to make them easy to identify;
- √ efficient and properly maintained;
- ✓ marked with clear information about how to use them properly.

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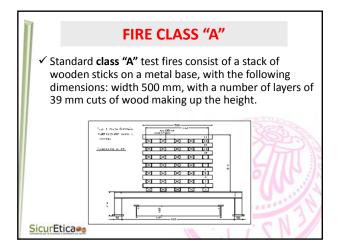
EXTINGUISHERS

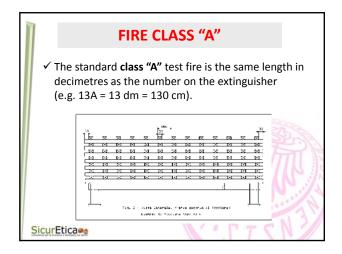
THINGS TO REMEMBER:

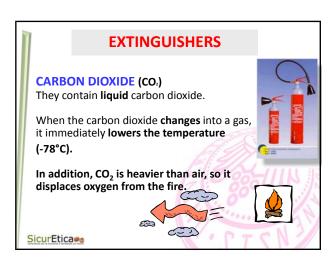
- ✓ They must not be tampered with;
- √ They must not be moved;
- √ They must not be exposed to sunlight;
- √ They must not be banged or bumped;
- √ They must not be exposed to temperatures of over 50°C or under 0°C;
- ✓ During routine maintenance, **substitute** extinguishers must be provided.

TYPES OF EXTINGUISHER Italian Ministerial Decree of 10/03/98 Type of extinguisher Surface area protected by the extinguisher Low risk Medium High risk Dist. risk 13A - 89 B 20 m 100 m² 21A - 113B 20 m 150 m² 100 m² 34A - 144B 20 m 200 m² 150 m² 100 m² 55A - 233B 20 m 250 m² 200 m² 200 m² SicurEtica ...

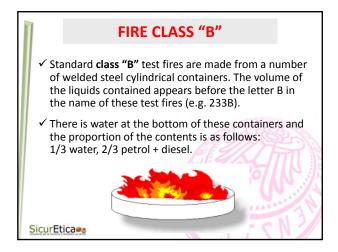
POWDER These extinguishers contain a powder (a saline compound) that cannot absorb water and is broken down by fire. It is sprayed using carbon dioxide or nitrogen as propellants. The principle behind the process is choking the fire. One advantage that they offer is that they can be used at a greater distance than other extinguishers. SicurEtica

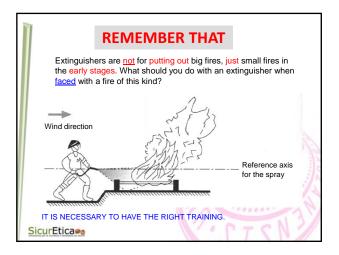


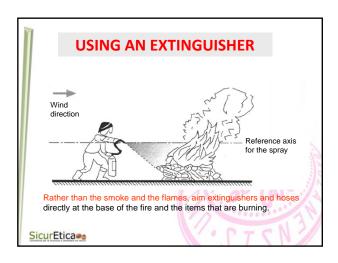


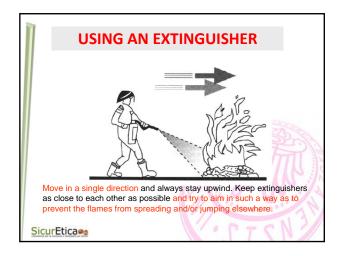


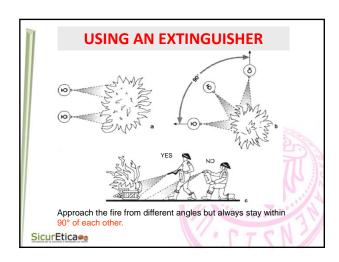
EXTINGUISHERS HALON They contain a liquid, which is usually HALON 1301. When this liquid comes into contact with fire, it releases vapour that is heavier than the air, which chokes the flame catalytically (chemically). It is dangerous to use this substance, as at high temperatures it produces toxic elements and pollutes the atmosphere (harming the ozone layer). SicurEtica.

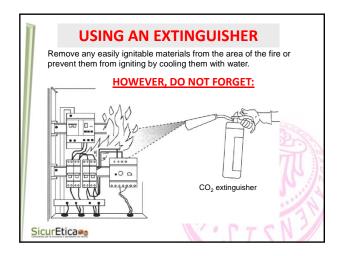


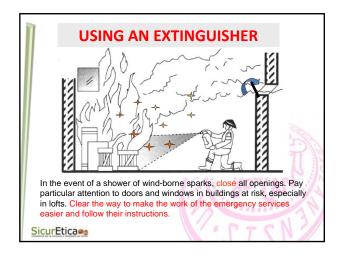


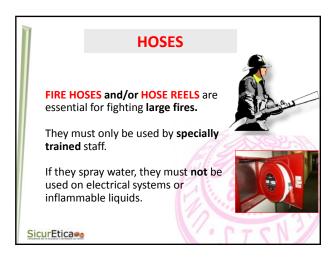






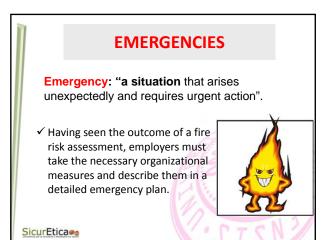


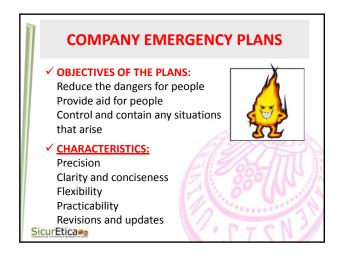












EMERGENCY PLANS

- An Emergency Plan must be drawn up for all structures in an effort to prevent fires and manage emergencies in general. In the simplest cases with the lowest risks, this plan will take the form of basic instructions to follow in the event of an emergency.
- ✓ In the event of an emergency, it is essential for everybody to know what they must and must not do
- ✓ The action and alarm procedures and priorities must be clear, tried, tested and well known to everybody.

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EMERGENCY PLANS

- √ The objectives of a plan are as follows:
 - ✓ The staff with designated responsibility must be informed and take action in good time.
 - ✓ The people must be saved and protected (rescue, first aid, evacuation).
 - ✓ The situation must be contained and controlled rapidly.
 - √ The damage to property and the environment must be kept to a minimum.

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EMERGENCY PLANS

In addition to the normal instructions to follow in the event of an emergency, it is necessary to establish **meeting places** where guides can tell people to congregate when the order to evacuate is given.

Meeting places must be allocated for

every exit and they must be marked on special plans positioned in halls and corridors.



EMERGENCY COORDINATOR

This person has the following responsibilities:

IN THE EVENT OF A SMALL FIRE

The coordinator must go to the scene to assess the situation and if necessary call out the team and coordinate the extinguishing measures in accordance with the established procedures.

IF THE FIRE IS WIDESPREAD

or if it gets out of hand, the coordinator must set off – or tell someone to set off – the general evacuation alarm for all of the people present.

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EMERGENCY COORDINATOR

IN THE EVENT OF HEALTH EMERGENCIES



Having seen or been informed of a person who is injured or unwell, the coordinator must go to them and coordinate the actions of the first aid providers.

If the action taken is not effective, the coordinator must give precise instructions to the person responsible for emergency communications and have them call an ambulance on 118.

There is no need to evacuate during an emergency of this kind. SicurEtica.

EMERGENCY COORDINATOR

IN THE EVENT OF WATER LEAKS



The coordinator must call out the specially trained staff members to cut off the main water supply. As a precautionary measure, the coordinator must temporarily cut off the electricity supply to the sector affected by the leaks.

If necessary, they must ask for the general electricity system to be cut off.

EMERGENCY COORDINATOR

IN THE EVENT OF FLOODING



In the event of sudden flooding due to overflowing rivers or other reasons, the coordinator must sound the general alarm and ensure that all those present go to the upper floors of their buildings, taking with them the first-aid kits, their ID papers and any electric torches that are available.

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EMERGENCY COORDINATOR

IN THE EVENT OF GAS LEAKS OR EARTHQUAKES

In the event of a gas leak, the coordinator must immediately have the main supply cut off and give the pre-alarm signal.

In the event of an earthquake, once it is over, the coordinator must assess whether it is necessary to evacuate the premises or the area, then immediately give out the order if appropriate and have the gas and electricity supplies cut off.

The coordinator must go to the meeting place and take a register of those present, then wait for the emergency services to arrive.

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THE EMERGENCY TEAM

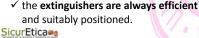
EMERGENCY: fire and first aid

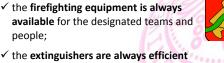
- ✓ The team is responsible for taking immediate, initial action in the event of an emergency.
- ✓ Its members are workers who have been given the task of taking action to rescue people, prevent fires, fight fires and manage emergencies.
- ✓ The number of members must be in keeping
 with the size of the company and its specific risks.
 They must be provided with appropriate equipment
 and the necessary training.

THE EMERGENCY TEAM

Must ensure that:

- √ the emergency exits are suitable, efficient and accessible;
- ✓ the fire prevention systems are efficient. and effective;
- ✓ the firefighting equipment is always







THE EMERGENCY TEAM

Must do the following in the event of a fire:

- √ Identify the burning materials in order to select the extinguishing equipment.
- ✓ Interrupt the fuel supply, if possible.
- ✓ Take the necessary precautions to avoid the risk of poisoning and asphyxiation caused by the gases and fumes produced by the fire.



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THE EMERGENCY TEAM

The tasks of each member of the fire prevention team include:

- ✓ Ensuring that the protective equipment and devices provided remain perfectly efficient.
- ✓ Playing an active part in the training about the prevention, health and safety regulations.
- ✓ Being ready and able at any time whilst at work to take part in firefighting action.

STAFF RESPONSIBLE FOR MANAGING EVACUATIONS

When they hear the emergency signal, the staff responsible must:

 Perform their duties in accordance with the established procedures.

(Essentially, office and teaching staff must only ensure that everybody leaves their designated premises and reaches the chosen meeting place).

- Anyone who is in charge of helping disabled people must go to their allocated person and ensure that they reach the meeting place.
- At the meeting place, the staff responsible must take a register of those present, then wait for the emergency services to arrive.

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PANIC

The first rule is to keep calm, so as to avoid creating an additional problem

- ✓ Panic is an emotional, irrational and sometimes violent form of behaviour that occurs when danger is close at hand.
- ✓ It leads to a state of profound anxiety.
- ✓ It may cause loss of movement or dangerous convulsive reactions.

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PALOO EMPESSALES

EFFECTS OF PANIC

Physical problems during escape for people threatened by fire

- ✓ Heart rate
- \checkmark The effects of carbon monoxide
- √ The importance of 90 seconds
- ✓ The influence of the width of the corridors
- √ The flow of people
- ✓ Limit distances

Problems caused by smoke

- ✓ Darkness
- ✓ Light dispersion effects

THE EMERGENCY PLAN

It is essential to be aware of:

- ✓ The characteristics of the workplaces;
- ✓ The zones that are particularly at risk;
- ✓ The escape routes and meeting places;
- ✓ The number of people present;
- ✓ The people who are most at risk (disabled people, contractors from external firms).
- ✓ The type, number and location of firefighting equipment.
- √ The location of the main switches for cutting off the electricity, water, gas and any dangerous liquids.

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EMERGENCY CALLS



115 - 118 - 113

- ✓ Provide details about **yourself** and the organization.
- ✓ Describe the situation (state whether it is a fire, an explosion, etc.).
- State the seriousness of the situation (who and what has been involved, etc.).
- ✓ Provide the exact address of the place concerned: the location, street and number.
- ✓ Provide details of any injuries. SicurEtica.

EMERGENCY CALLS



115 - 118 - 113

- ✓ Wait in the road for the emergency vehicles, thus ensuring that no precious time is wasted.
- Immediately inform the people that you believe may be affected by the situation (the employer, general manager, head of health and safety, etc.).

IMPORTANT: before hanging up, ask the other person to repeat what you have said in order to ensure that they have understood everything.

BEHAVIOUR In the event of an emergency, people instinctively tend to leave along their normal entrance routes. It is important to organize drills to make people aware of alternative ways out that are safer than their normal entrance routes. SicurEtica ...

BEHAVIOUR

DURING A FIRE:

- Smoke conceals signs and slows down staff evacuations, thus increasing the risk of asphyxiation.
- It hampers efforts to rescue people and identify the core parts of the fire, thus hindering the attempts to extinguish it.
- It contains asphyxiant and toxic gases.



DURING A FI

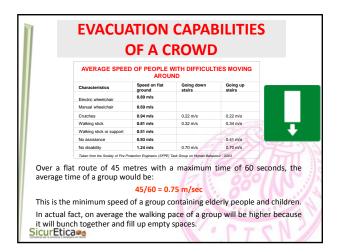
- If there is smo all fours because the air at the b
- Go down the s knees.
- Women should to escape by re high heels.

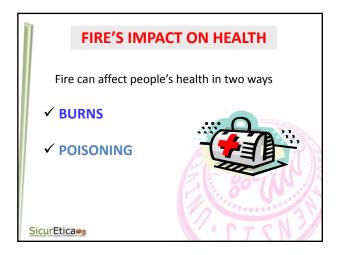
BEHAVIOUR	
RE:	
ke present, crawl along or se it is better to breathe oottom of the room.	
tairs backwards, on your	
d make it easier for them emoving any shoes with	

BEHAVIOUR DURING AN EARTHQUAKE: Stay calm. Stay where you are rather than running outside. Find shelter under a table or a door frame, or near a load-bearing wall. Do not use lifts or hoists. Move away from windows and furniture with glass in it. Move outside calmly and quietly between one tremor and the next. Move away from the perimeter of the building. Wait for instructions.









BURNS If a person gets burnt: ✓ Take them away from the fire. ✓ Use a cloth or a blanket to pat out the flames, rather than using water. ✓ Call an ambulance immediately. ✓ In the meantime, do not attempt to pull or tear the clothes off the person. ✓ Do not use products of any kind on the burns and do not attempt to pop any blisters. ✓ Keep the person's head below their knees, to promote the blood flow to their brain and heart.

POISONING

During fires, poisoning is much more common than burns. It is caused by inhaling:

- ✓ Noxious gases resulting from the combustion of chemical substances (for example phosgene gas from plastics);
- √ Carbon monoxide (CO), which causes people
 to turn bright red.

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POISONING

If a person is poisoned:

- ✓ Do not go into the place where the toxic gas is found without appropriate breathing apparatus.
- ✓ Having taken suitable precautions, remove the person from the place where the gas is found.
- ✓ Call an ambulance immediately.
- ✓ Keep the person's head below their knees, to promote the blood flow to their brain and heart.
- ✓ Remove any clothing that is restricting their breathing.
- ✓ Give them oxygen from a cylinder if possible, or perform artificial respiration if you have been trained.





