

Instructions for conducting an introductory briefing occupational health and safety training sessions with trainees in the Saratov State Medical University n.a. V.I. Razumovsky

program

INTRODUCTORY INSTRUCTION ON LABOR PROTECTION

1. General information about the SSMU n. a. V.I. Razumovsky of the Ministry of Health of the Russian Federation.

Saratov State Medical University named after V.I. Razumovsky – one of the oldest medical universities in Russia and the first higher educational institution in Saratov. It was founded in the early twentieth century by the decree of Emperor Nicholas II, who signed on June 10, 1909 "The Law on the establishment of the University in Saratov" – the tenth university in Russia having a medical faculty.

The first rector of the university was a prominent public figure, a talented surgeon and a wonderful scientist – Professor Vasily Ivanovich Razumovsky. The construction of the main university buildings and buildings of the largest university clinic, currently named after S. M. Mirotvortsev, was carried out under the direction of the talented architect-builder K. L. Mufke.

In 1930, the Medical Faculty of Saratov University was transformed into an independent higher educational institution-the Medical Institute. In 1993, it received the status of a medical university, and in 2009 it was named after the first rector Vasily Ivanovich Razumovsky.

Currently, Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia is one of the leading medical universities in the country, a major scientific and clinical center. The university has more than 8,500 students, residents, and postgraduates, including 900 foreigners from more than 50 countries. A multi-level system of medical education is being implemented.

The annual graduation rate of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia is more than 1,000 people. In 2021, the university opens training in 15 new areas of higher professional education that are in demand in regional healthcare.

The University's Clinical Center was reorganized, and 4 specialized clinics were established in various areas of medical activity of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia.

In 2021, Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia entered the first league of the TOP 100 universities of the National Aggregate Rating-2021, and also – for the first time-in the global world

university ranking "Times Higher Education Impact Rankings", declaring itself as one of the strong players in the field of education and science on the world stage. While remaining committed to the age-old traditions of training doctors, today the university is making efforts to transition to the third-generation university model the leader in development educational services technology, multidisciplinary research, cross-industry strategic partnerships, effective international cooperation, and world-class high-tech innovations.

Currently, the university is headed by Rector Andrey Eryomin.

1.1. Occupational health and Safety policy.

Aware of their responsibility to preserve life and health students of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia assume the following obligations:

–to comply with the requirements of the legislation of the Russian Federation and other labor protection regulations;

–to ensure the safety of the educational process and the preservation of the health of staff and students by taking preventive measures to prevent injuries and deterioration of health;

1.2. Organization of work in the field of labor protection.

Ensuring the safety of the educational process is the responsibility of the Rector of the University. Managers structural units divisions carry out management of labor protection activities of the relevant departments in accordance with the requirements of legislative and regulatory legal acts on labor protection and official duties.

Managers, officials, specialists, teaching staff, and support staff are personally responsible for fulfilling their official duties and complying with the requirements of the rules and instructions on labor protection and ensuring the safety of the educational process.

Introductory training is conducted with People who have entered the training program of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia (hereinafter referred to as the University) (first - year students, postgraduates, students who have entered the training program at a medical college, medical pre-university, students who have been transferred to the university from other educational organizations).

The purpose of the introductory briefing is to form students' conscious and responsible attitude to the issues of occupational safety, personal safety and the safety of others.

The task of the introductory briefing is to familiarize students with the general regulations and rules adopted at the University, issues of labor protection and ensuring the safety of the educational process.

Training sessions with students are recorded in control sheets with the mandatory signature of the instructee and instructor.

Introductory course briefing session conduct Director the main one a structural

subdivision that carries out educational activities (its deputy or responsible person who has been trained and tested for knowledge on labor protection in accordance with the procedure established by the legislation of the Russian Federation).

By order of the head of the main structural division, the person who is responsible for conducting the introductory briefing is also responsible for timely updating of the instructions (making changes and additions if necessary). The location of the introductory briefing is determined by the head of the department.

Instruction is conducted in accordance with these instructions.

The study of occupational safety issues and the culture of safe behavior is of a continuous multi-level nature and is carried out at all stages of the educational process:

– before starting all types of activities (training sessions, work and other activities).

professional training, academic practice, social work activities, excursions, hikes, sports activities, competitions, club classes, cultural events, etc.);

– in the process of studying academic disciplines.

In addition to introductory training, primary, repeated, unscheduled, and targeted training sessions are part of the system of training on labor protection and safety of the educational process, which are conducted according to instructions.

Primary instruction at the workplace is carried out before conducting practical, laboratory classes, training practice, etc.

The instruction is given by the direct supervisor of the work (teacher, head of the laboratory, head of the training practice, etc.).

Frequency of work: before the start of work.

Re-instructing is conducted to consolidate and test the knowledge that was obtained during the initial briefing.

The instruction is given by the direct supervisor of the work (teacher, head of the laboratory, head of the training practice, etc.).

Frequency: 1 time in 6 months.

Unscheduled briefing is carried out:

when new instructions on labor protection and safety of the educational process are put into effect;

when students violate the requirements of labor protection, if these violations have created a real threat of serious consequences (accident, accident, etc.);

at the request of officials of state supervision and control

bodies (compliance with the requirements of the instructions of the

Rospotrebnadzor management bodies (if there is a threat of the spread of infectious diseases, poisoning), the State Labor Inspectorate, etc.).

Frequency of implementation: as required.

Targeted training is provided when performing one-time work, when conducting and organizing mass events (excursions, hikes, processions, sports competitions, subbotniks, cultural events, etc.).

The briefing is conducted by the direct supervisor of works, event runner (teacher, tutor, etc.).

Frequency of implementation: before the start of work or events.

2. The learning process.

Academic classes at the University are held according to the schedule in accordance with the curriculum and programs approved in accordance with the established procedure.

Reducing the duration of holidays established by law is not allowed.

After the start of classes, all classrooms should be quiet and orderly, necessary for the normal course of training sessions. It is unacceptable to interrupt classes, enter and leave the classroom during them.

Before the start of each training session (and during breaks between classes), laboratory assistants prepare everything necessary for the normal course of training sessions.

2.1. Order in the premises.

The Vice-rector for Administrative and Economic Part (AEP) is responsible for the improvement of educational premises (availability of serviceable furniture, educational equipment, maintenance of normal temperature, lighting, etc.).

The heads of laboratories are responsible for the serviceability of equipment in laboratories and classrooms, and for the readiness of textbooks for classes.

2.2. General occupational health and safety responsibilities of the student:

- to comply with the norms, rules and instructions on labor protection, fire safety and internal regulations;
- to receive training on labor protection;
- to apply collective and individual protective equipment correctly;
- to inform your mentor (teacher, tutor, etc.) immediately about any accident that occurred during the educational process, as well as about a situation that threatens the life and health of people or about a deterioration in their health, including the manifestation of signs of an acute occupational disease (poisoning).
- to pass medical examinations;
- to observe academic discipline;
- to take care of the University's property.

Student responsibility:

Students may be subject to disciplinary action for violating the internal regulations and rules of residence in dormitories.

2.3. Employment of People under the age of 18.

It is allowed to enter into an employment contract with people who have reached the age of 16.

People who have received general education or are receiving general education and have reached the age of 15 can enter into an employment contract to perform light work that does not harm their health.

With the consent of one of the parents (guardian, trustee) and the guardianship and guardianship authority, an employment contract may be concluded with a student who has reached

the age of 14 years to perform light work in their free time, which is not required by law.

not causing harm to their health and not disrupting the learning process.

The duration of daily work (shifts) cannot exceed:

for students aged from 15 to 16 years– 5 hours, for those aged from 16 to 18 years-7hours;

students of general education institutions, educational institutions of primary and secondary vocational education who combine study with work during the school year, for those aged from 14 to 16 years– 2.5 hours, for those aged from 16 up to 18 years– 4 hours.

Annual basic paid leave for employees of Saratov State Medical University n.a.

V.I. Razumovsky of the Ministry of Healthcare of Russia at the age of 18 years is granted 31 calendar days at their convenience. Teenagers under the age of 16 are not allowed to perform loading and unloading operations.

Youths between the ages of 16 and 17 are allowed to lift and carry weights manually:

- constantly during a work shift–up to 4 kg;
- periodically (up to twice an hour) when alternating with other work-up to 20 kg (for 16-year-olds) and 24 kg (for 17-year-olds).

People under the age of 18 are employed only after a preliminary mandatory medical examination and

are subject to an annual mandatory medical examination until they reach the age of 18.

The list of jobs that prohibit the employment of women and students under the age of 18 is established by the Government.

3. Location of educational and medical activities of the Saratov State Medical University named after V. I. Razumovsky of the Ministry of Health of the Russian Federation:

Saratov region, Saratov Bolshaya Kazachya street., 112 Saratov region, Saratov Chernyshevsky street, 148

Saratov region, Saratov Moskovskaya str., 155E

Saratov region, Saratov street n. a. Kutuyakov I.S., 109

Saratov region, Saratov Volskaya street, 12

Saratov region, Saratov Maxim Gorky Street, 1

Saratov region, Saratov Proviantskaya street, 22

Saratov region, Saratov 53rd Infantry Division (53 Strelkovoy Diviziy), 6/9

Saratov region, Saratov Bolshaya Sadovaya street, 137

Saratov region, Saratov Teatralnaya street, 5

Research Institute of Traumatology, Orthopedics and Neurosurgery University Clinical Hospital No. 1 n.a. S.R. Mirotvortsev;

University Clinical Hospital No. 2 (Saratov Region, Saratov Volskaya street, 2; Proviantskaya 22)

University Clinical Hospital No. 3 n. a. V. Ya. Shustov.

3.1 General rules of behavior and movement of students in the territories and facilities of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia

The student must comply with the following general rules and requirements:

- to get acquainted with the location of buildings, industrial, auxiliary, office, household premises, their design, the location of places for eating, the location of staircases, elevators, main, emergency and emergency exits, study the evacuation plan and the procedure for notifying personnel in case of fire, the traffic pattern on the territory of the object (posted at the entrance or at the entrance).
- at the entrance), get acquainted with and remember the routes of pedestrians and vehicles indicated on the diagram, their parking places, dangerous places, study

the existing signal and road markings, as well as the security signs used, and understand their requirements;

- to do not turn the equipment on or off,
- to do not walk aimlessly around the territory, object and premises, do not distract

students from their work.;

- to move along established pedestrian paths, pedestrian zones, passageways, walkways and platforms;

- to do not interfere with the movement of students and vehicles;

- to do not sit down or lean on random objects and fences of buildings, open hatches and other dangerous places;

- it is unacceptable to stand or pass under places where work is being carried out and where objects may fall from a height, as well as in the loading area.-

- unloading operations, in the area of movement and storage of goods, in the area of operation of lifting machines and in fenced hazardous areas; bypass the places of hazardous work along routes, bypass directions indicated by signs;

- to move at a calm, even pace along stairwells and walkways and into pedestrian traffic areas. It is forbidden to run up and down stairs;

- smoking and consumption of alcohol, narcotic and toxic substances in the premises of the educational institution is prohibited. Smoking is only allowed in the specially designated and equipped places for smoking during technological breaks;

- when using the elevator, observe the rules for using elevators, do not violate the norms of passenger capacity and lifting capacity of the elevator.

- to ensure the safety of employees and the safety of goods and material values, round-the-clock video surveillance is organized on the territory of Saratov State Medical University n.a. V.I. Razumovsky of the Ministry of Healthcare of Russia and in production and administrative premises with the output of surveillance cameras to the security console.

For the personal and general safety of others, it is prohibited to:

- disable locks, switches and automatic machines, alarms and other safety and protective devices and devices;

- open the doors of electrical installations, open or remove protective covers,

fences;

- use open fire (matches, lighters, etc.) in the premises and territories, light bonfires in the territory;
- open it or close cranes, gate valves, on which ones warning or forbidding signs (plates) are posted or remove these signs (plates).

- while driving, refrain from talking on the phone, refrain from using headphones;

- observe the rules of public order, fire protection;

- when you are on the territory and in the premises of third-party organizations, familiarize yourself with the current safety rules, traffic and pedestrian patterns, evacuation schemes, and comply with their requirements;

- when traveling in a locality, as well as on the territory used for the movement of vehicles, observe the traffic rules, cross streets in designated places – along pedestrian and underground passages, at the permitted traffic light signal.

- when walking along the streets of a locality or on the territory of an object, pay attention to moving cars and working equipment.

- be attentive to the signals of vehicle drivers and follow them.

- when driving along houses, pay attention to the presence of icicles and snow caps hanging from roofs and balconies of houses. If there are icicles and snow caps avoid dangerous places;

- in muddy conditions (rain, snowfall, ice), when walking on unpaved paths or paths, pay attention to bumps and slippery (rammed) areas, avoid them and avoid falling due to sliding, use anti-slip devices for shoes;

- you only need to pass through a checkpoint to enter the fenced area. Pass through the gate, through damage in the fence, climb over the fence is not allowed;

- when traveling by public transport, observe the rules of behavior for passengers, do not leave the transport until it is completely stopped, do not try to get into the transport that departs from the stop.

4. Basic requirements for industrial sanitation and personal hygiene.

The student must know and follow the rules of personal hygiene and epidemiological standards:

- maintain cleanliness and order in the premises, in common areas.

- garbage and industrial waste should be put away in baskets, garbage containers placed in designated places. Do not throw garbage in places where people are moving and around the room, as this may lead to an accident.

When you find the trash, pick it up and put it in the trash can (container).

- wash your hands before eating, after performing work related to contamination

and after visiting the toilet;

- eat in specially designated and equipped premises for eating, like canteens or cafes. It is forbidden to eat in the classrooms;

- do not eat foods and beverages containing dyes or preservatives that have expired, as well as if they were stored for more than two hours in inappropriate conditions or in unopened packaging, to prevent food poisoning:

- do not use home-made canned food (stewed meat, mushrooms, salads, etc.) and beverages (kvass, mors, etc.) at work;

- do not eat from common dishes and do not use common table items;

- do not put food without dishes on tables, chairs, window sills, personal belongings, clothes, etc.;

- monitor the neatness of their appearance and cleanliness of clothing, do not pin clothes with pins or needles, do not keep sharp or broken ones in your pockets.

items, shoes are recommended to use demi-season, classic models, shoes should not be improper and inconvenient: high heels, thick soles ("platforms"). For health and safety reasons, it is recommended to wear low-heeled shoes with a height of 3.5-5.5 cm;

- ventilate the room every hour of work for 5-15 minutes, depending on weather conditions, but do not create drafts;

- if necessary, keep the room clean.

when using it of the fan (air conditioner) for downgrades avoid directing the main air flow to yourself and other students (even for a short time, for example, when using a portable fan with a rotating working part), but create a forced line along the top of the room in the direction of the window (window pane). If there is an air conditioner in the room, choose its operating mode so that the difference between the external temperature and the external temperature of the air conditioner is sufficient.

the temperature of the air and inside the room did not exceed 10C;

- avoid contact with domestic or neglected animals when they are on the territory;

- when staying in classrooms or public places, observe the sanitary and epidemiological regime applicable at the University, in a third

- party organization, on the territory of a locality (administrative entity): wearing masks, using protective gloves, maintaining social distance, and performing hand disinfection.

Remember! Compliance with the rules of personal hygiene significantly reduces the effect

of dangerous and harmful production factors, and helps protect your health!

5. Sources of danger. Harmful and dangerous factors.

During training, the student may be affected by harmful and(or) hazardous and industrial factors, which are divided into four groups: physical, chemical, biological and psychophysiological.

Dangerous factors include:

- **on the territory of the University**-poor fixing of pipes, broken steps, broken glass, open manholes of sewer wells, construction and household garbage.

- **in lecture and training rooms**-broken thresholds, slippery floors, bad weather pinned items stands, damaged content coverage training centers desks, loose cabinets, weak fastening of the frames of desks, chairs, lack of aisles, broken handles at the cabinets, protruding screws, screws, buttons.

A hazardous industrial factor also includes non-compliance with sanitary standards for the duration of breaks and classes.

5.1. - mechanical hazards:

- danger of falling due to loss of balance, including when tripping or slipping, when following on slippery territory (snow, ice, rain, etc .), wet or not cleaned from garbage floors of premises (scraps of paper, film, wet floor after cleaning, wet floor in inclement weather, etc.);

- danger of falling when driving on flights of stairs;

- danger of falling from a height when crossing trenches on temporary catwalks due to the lack of fencing;

- danger of falling from a height when moving in the vicinity of unenclosed open areas

manholes, trenches, pits, ditches due to the lack of fencing

-danger of falling from a height when driving on unenclosed platforms located at a height (or when approaching the unenclosed edge of the site at a distance of less than two meters), from the edge of the railway platform,

the edge of the landing platform of a metro station;

- danger of falling when placed on passageways pedestrian paths, sidewalks, cables, pipes, hoses, etc. of engineering systems, building materials, and other foreign objects;

- danger of falling when trying to pass through cluttered areas:

- risk of falling due to unsatisfactory condition of roads, sidewalks, passageways, building entrances and staircases, as well as cross-country traffic (off-road);

- risk of impact due to sudden opening of indoor doors;

- risk of hitting the turnstile:

- risk of injury caused by objects falling from a height (fasteners, leftover materials, snow, icicles, tools, equipment, etc.);

- risk of falling cargo when driving near the danger zone of a construction site, loading (unloading) site;
- the risk of jamming the opening (closing) doors of public transport;
- the risk of bumping into a traumatic barrier (for example: tree branches, fencing);
- hazards from moving vehicles, cleaning equipment, and outdoor storage equipment:
 - the risk of hitting a vehicle when traveling on a street, highway, in premises and territories where warehouse equipment is used, etc.;
 - the risk of hitting a vehicle when driving through the territory in places that are not specified for pedestrians;
 - danger of hitting a vehicle when crossing streets and roads in unknown places;
 - danger of falling in public transport when following public transport "standing";
 - danger of falling out of the vehicle doors during its stop or start of movement when the doors are not closed (open) ;
 - risk of injury if the seat belts are not used when driving in the vehicle;
 - risk of injury when using faulty (broken) vehicle seats;
- hazards from production equipment:
 - risk of injury by unprotected moving parts of machinery and equipment;
 - risk of injury from tools, consumables, building materials, ladders and ladders left unattended in the room or in the aisles;
 - risk of injury when passing highly noisy equipment;
- hazards associated with the maintenance and operation of buildings, structures, territories and premises:
 - movement on territories, sites, walkways, sidewalks that are not timely removed from precipitation (snow, ice, rain), industrial waste, garbage, movement on wet surfaces after rain or cleaning of premises;
 - movement on cluttered passageways;
 - movement on floors not wiped dry after cleaning;
 - potholes in sidewalks, playgrounds, floors, damaged floor coverings, wrapped edges of rubber mats, carpet;
 - unclosed electrical cabinets;
 - faulty benches;

- electrical hazards:

- risk of electric shock if there are dangling wires, broken wires, or broken power lines along the route.;
- risk of electric shock from electrical cables located on the floor, not covered with protective covers under your feet;
- risk of electric shock when providing assistance to a victim of an electrical injury;
- risk of injury if struck by lightning;

- climatic conditions hazards and hazards associated with microclimate exposure:

- risk of heat stroke from prolonged exposure to direct sunlight in the open air;
- the risk of hypothermia and frostbite during prolonged exposure to the open air in winter at low temperatures;
- the risk of hypothermia when traveling in unheated public transport;
- the risk of disease from exposure to drafts, strong wind, high humidity, dampness;
- precipitation, thunderstorms, strong gale-force winds;
- reduced visibility in foggy weather, heavy snowfall;

- hazards associated with exposure to a chemical factor:

- risk of poisoning by toxic, irritating, carcinogenic and other substances released into the surrounding air;
- hazards associated with exposure to mainly fibrogenic aerosols:
- dustiness of the outdoor air with natural particles, road dust, construction dust, danger of dust exposure to the skin and respiratory organs;

- hazards associated with exposure to a biological factor:

- risks of being bitten by infectious vectors (insects, stray animals);
- dangers of contact with a sick person: when traveling on public transport; when performing a labor function-providing medical care to the patient;
- the content of pathogenic microorganisms, bacteria, viruses and their waste products in the surrounding air, which causes a wide range of diseases with reduced immunity;

- hazards associated with the impact of the severity and intensity of the work

process:

- lifting and moving heavy loads manually that exceed the permissible standards;
- loss of self-control, impaired coordination of movements, careless actions;

- **hazards associated with exposure to noise:**
- sound signals suddenly given by a vehicle, special equipment;
- **hazards associated with exposure to vibration:**
- danger of falling from a height of loose objects due to local vibration;
- **hazards associated with exposure to the light environment:**
- low illumination of the territory, passageways, passageways, premises;
- blinding effect of sunlight;
- the use of for lighting artificial lighting rooms with increased brightness;
- blinding effect of artificial lighting;
- reduced contrast of the surfaces of passageways, passageways, territories;
- **hazards associated with exposure to non-ionizing radiation:**
- long-term exposure to non-ionizing electromagnetic fields and radiation from electrical networks, power lines, technological equipment;
- long-term exposure to electromagnetic radiation in the radio frequency range;
- **hazards associated with improper use of personal protective equipment or non - use of personal protective equipment:**
- hazards associated with wearing injury-prone shoes:
- danger of falling when wearing shoes with high heels, high platform;
- risk of injury to the feet when wearing light shoes with an open toe;
- risk of chronic foot diseases when wearing high-heeled shoes for a long time (varicose veins, arthritis, arthrosis, muscle cramps);
- **hazards associated with plant exposure:**
- danger of causing harm to health from exposure to pollen, phytoncides and other substances released by plants;
- **risks associated with organizational deficiencies:**
- admission to work of students who have not been instructed on labor protection;
- admission of sick students to work;
- no provision or non-use of technological breaks;
- **fire hazards:**
- danger of poisoning by combustion products (smoke, vapors of harmful gases, soot etc.);
- risk of flame burns;
- the risk of exposure to elevated temperatures in the place of fire;
- the risk of exposure to the body of a low concentration of oxygen in the air;
- danger of exposure to fire-extinguishing agents on the body;
- danger of exposure to fragments of parts of collapsing structures of buildings, structures, buildings, premises;
- **food-related hazards:**
- non-compliance with the rules of personal hygiene: washing and disinfecting

hands after using public transport, washing hands before eating, lack of soap for washing hands, lack of water for washing hands;

- eating food with expired storage and sale periods;

- violation of the rules and terms of food storage; canned goods products prepared by third unknown people;

- eating on public transport, in public places, eating "on the go";

- **dangers of physical violence:**

- the formation of a conflict situation with the development of an incident with the possibility of physical violence from hostile third parties, outsiders;

- an attack with the aim of seizing material values.

- dangers from homeless and wild animals:

- bites, lacerations and other injuries;

- infection with rabies and tetanus.

5.2. The main reasons for accidents at work:

- violation of the rules and instructions on labor protection and fire safety;

- unsatisfactory training and instructions on labor protection;

- poor organization of work, lack of control by direct supervisors;

- non-use of collective and individual protective equipment;

- failure to provide collective and individual protective equipment;

- violation of the rules for using tools and mechanisms, their use and maintenance;- design flaws;

- violation of discipline.

5.3. Basic methods and means of preventing accidents and occupational diseases:

- correct use of collective protective equipment and personal protective equipment;

- training of students in the rules of labor protection, conducting instructions on labor protection, training in safe methods and techniques of performing work;

- three-stage monitoring of compliance with labor protection requirements.

5.4. Basic requirements for the prevention of electrical injuries.

Every student should know that electric current is a hidden type of danger. When touching live parts of equipment or exposed live wires, a person may get electric shock (damage to the body as a whole with respiratory or heart paralysis, or both at the same time with paralysis of the nervous system, chest muscles and ventricles of the heart).

Please observe the following rules to avoid electric shock:

- do not touch the fittings of general lighting, electrical wires, non

- insulated and non-fenced live parts of electrical devices,

- apparatuses and devices (sockets, cartridges, switches, switches, fuses, etc.);
- in case of detection of a violation of the insulation of electrical wiring, open live parts of electrical equipment or a violation of the grounding of equipment, immediately inform the administration;
 - do not step on portable electrical wires lying on the floor. Do not remove fences and protective covers from current-carrying parts of equipment, apparatuses and devices; do not open the doors of electrical distribution cabinets (boards), do not put any objects in them (for example, keys to premises);
 - do not independently repair electrical equipment, apparatuses, appliances, lamps, replace electric lamps and electrical protection (fuses), clean electric lights. This work should only be performed by electricians;
 - when there is a power outage and maintenance, although only for a short time, be sure to turn off the equipment.

6. Procedure for investigation and registration of accidents, microtraumas and occupational diseases. Social security of victims at work.

Accidents that have resulted in temporary or permanent loss of working capacity or health in accordance with a medical report and, as a result, exemption from classes for at least one day, or the death of a student, if these accidents have occurred, are subject to investigation and accounting.

- during training sessions and events related to the development of educational programs, during the established breaks between training sessions (events) held both on the territory and facilities of the university, and outside it, in accordance with the curriculum, as well as before and after the end of training sessions (events), the time of which is determined local regulations of the university;
- during physical education training sessions in accordance with the curriculum;
- when conducting extracurricular, extracurricular and other events on weekends, holidays and holidays, if these events were organized and conducted directly by the university;
- when students complete an educational or industrial internship, agricultural work, or socially useful work on the university sites allocated for this purpose and perform work under the guidance and supervision of teachers (curators);
- when conducting sports competitions, training sessions, recreational activities, excursions, hikes, expeditions and other events organized by the university;
- when students are traveling in an organized way to the place of training sessions or events and back by university vehicle, public transport, or on foot;
- when performing other actions of students stipulated by the charter of SSMU, or the internal regulations of SSMU, or performed in the interests of SSMU.

The person who directly conducted the training session(event) and the labor protection service should be notified about an accident that occurred to the student, about any situation that threatens the life and health of people, the

victim or an eyewitness of the accident by phone: 49-05-11.

To investigate an accident, a commission is created, an investigation is conducted within the time limits established by the legislation of the Russian Federation, and an accident investigation report is drawn up.

7. Means of collective protection

The choice of means of collective protection of students should be made taking into account the safety requirements for specific types of work. When choosing collective protective equipment, it is necessary to follow the Rules on Labor Protection when placing, installing, maintaining and repairing technological equipment, collective protective equipment includes equipment that is structurally or functionally related to the production process or technological equipment.

Collective protection means to ensure that students are protected from: impacts mechanical devices factors (devices protective, safety and braking devices; remote control, automatic monitoring and alarm devices);

- preventing damage cause by electric shock (protective devices; automatic monitoring and alarm devices; insulating devices and coatings; protective grounding and zeroing devices; automatic shutdown devices; potential equalization and voltage reduction devices; devices of electric shock protection), remote control management; safety devices; lightning arresters and arresters);
- falls from a height (fences, safety nets);
- increased noise level (sound-proofing and sound-absorbing devices; silencers; remote control, automatic monitoring and alarm devices);
- increased level vibrations (devices protective measures; devices vibration-proofing systems, vibration dampers and vibration-absorbing devices; remote control automatic monitoring and alarm devices);
- increased levels of static electricity (grounding, shielding, humidifying devices; neutralizers, anti-electrostatic substances);
- low or elevated temperatures of the surfaces of equipment, materials and workpieces (protective, thermal insulation and shielding devices; remote control, automatic monitoring and alarm devices);
- increased or decreased air temperatures and temperature differences (protective and thermal insulation devices; heating and cooling devices; remote control, automatic monitoring and alarm devices);
- increased level of ultrasound (protective, sound-proofing and sound-absorbing devices; remote control, automatic monitoring and alarm devices);
- increased level of ionizing radiation (protective devices, sealing devices).

and security features coatings; devices capture points and clearances of air and decontamination equipment; automatic monitoring devices; remote control devices; protective equipment for transportation and temporary storage of radioactive substances; containers for radioactive waste);

- increased level of infrared radiation (protective devices, sealing devices), warm isolating elements and ventilation systems; remote control, automatic monitoring and alarm devices);
- increased levels of electromagnetic radiation (protective devices, sealing and protective coatings; remote control, automatic monitoring and alarm devices);
- increased intensity of electromagnetic fields (protective devices, insulating and protective coatings; protective grounding devices);
- an increased level of laser radiation (protective and safety devices; remote control devices, automatic control devices). monitoring and alarm systems);
- exposure to chemical factors (protective and sealing devices; devices for ventilation and air purification, for removing toxic substances; remote control, automatic monitoring and alarm devices);
- impacts biological resources factors (devices protective measures and sealing; equipment and preparations for disinfection, pest control, sterilizing, deratization; devices for ventilation and air purification; remote control, automatic control and alarm devices).

Installation (application) facilities collective security features training is carried out depending on specific harmful and (or) hazardous production factors on the basis of design decisions made in accordance with the Legislation of the Russian Federation.

with regulatory requirements legal issues by legal acts and technical (operational) documentation of the manufacturing organization.

Collective protection means also include signal colors, security signs, and signal markings. Safety signs should be clearly visible and distinguishable, not distracting students' attention and not hindering the performance of production operations.

Signal colors are used to indicate the surfaces, structures, devices, components and elements of technological equipment that are part of the production process. sources of danger for students, for marking protective devices, fences and interlocks, as well as for safety signs, signal markings, marking escape routes and other visual means of ensuring the safety of students.

Signal marking is performed on the surface of building structures, elements of buildings, structures, vehicles, equipment and is used in places where there are hazards and obstacles.

8. Actions of students in emergency situations.

In the interests of labor protection, an accident is understood as any damage to a building, structure and their engineering systems, equipment, machine tool on which people work, violation of the production process, which led or could lead to loss (damage) of property and causing harm to health(death) of people.

The causes of accidents at work can be different, most often it is a human factor or a natural disaster, defects made in the production process.

design or construction of buildings and structures, installation errors of technical systems, violation of production technology and labor protection rules, non-compliance of employees with the rules of operation of transport, equipment, machines, mechanisms, etc.

Possible emergencies may include:

- fire, ignition;

accident, failure of electrical equipment:

- electric voltage drop, short circuit of the electrical network, rupture or damage of the electrical line;

emergency situation during loading and unloading operations:

- falling of bulky cargo, piling up, collapse of the rack;
- damage to the heat network;
- damage to the gas pipeline;
- damage to the water supply network;
- blockage of the sewer system;
- building collapse, building structures.

If an emergency occurs, you must::

- stop the training process,
- notify the surrounding people about the accident by voice,
- turn on the nearby detector (if available),
- turn off electrical appliances and electrical equipment,
- by all available means of communication, report the emergency situation to the immediate supervisor, security officer.
- take measures to evacuate people from the premises, leave the source of the accident or start localizing the emergency (accident), if this is part of your job responsibilities.

9. First aid to victims and subsequent actions of students in the event of an accident

–The list of conditions for which first aid is provided established by the order of the Ministry of Health and Social Development of 04.05.2012 No. 477n;

- Lack of consciousness.
- Respiratory and circulatory arrest.
- External bleeding.
- Foreign bodies of the upper respiratory tract.
- Injuries to various areas of the body.
- Burns, effects of exposure to high temperatures, heat radiation.
- Frostbite and other effects of exposure to low temperatures.
- Poisoning.

If an accident occurs, first of all, before rushing to help the victim, it is necessary to make sure that there is no danger to other students.

If there is even the slightest threat, we first eliminate the possible danger for rescuers and only then approach the victim. If there is no danger, we immediately provide assistance.

- immediately inform your immediate supervisor,
- call an ambulance,
- organize first aid for the injured person before the ambulance arrives
- save the scene of the accident for subsequent investigation (photo, video recording)

In the future, follow the instructions of your direct supervisor.

When providing first aid to the victim, it is necessary to use a first aid kit.

Conclusion

There are more than 270 million accidents around the world every year. 70-80% of the accidents that occur are somehow related to the human factor.

You must clearly know and comply with all the requirements of labor protection, safe work, industrial sanitation, internal labor regulations, and observe discipline.

Your safety and the safety of others depends not only on the efforts of the Administration, but also on yourself.

Success will be achieved only when not only the supervisors, the Ore Security Service, but also you, along with the rest of the students, will exercise control and self-control throughout the entire school day.

You should have an unshakable rule:

Do not violate the requirements of labor protection yourself and do not let others violate them, and if you find a violation that can lead to an accident; stop the violator and inform your immediate supervisor.

Made by:

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