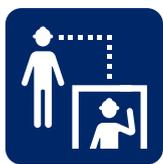


The Golden Rules of Safety

Safety is not self-evident

Schiphol wants to be a safe place for everyone who comes and visits us. It doesn't matter if you are here as a passenger, a visitor or to do your work. But safety is not self-evident. This is why we have drafted the Golden Rules of Safety. The rule below relates to working in confined spaces.

No room, very little light and sometimes hardly any air. Working in a confined space is not for everyone. And that is not just because of the discomfort of working in a difficult space. The risk potential is also significantly higher than is usual in a 'normal' working area. This is why we have drafted this important Golden Rule of Safety:



Confined space

The contents of this Golden Rule should be read in combination with the contents of Working Conditions Catalog sheet 023 (Arbocatalogus) "Hazards in confined and narrowly conducting areas".

A confined space is closed or partly open, and not designed to accommodate people. But sometimes work does have to be done there. We speak of a "narrow-guiding" space if you can come into contact with guiding parts and your freedom of movement is limited. A narrow-guiding space must be clearly recognisable. Whether a space is considered to be "confined" or "narrow-guiding" is, in addition to the dimensions, also determined by the presence of kerosene pipes or soil contamination. H&S and/or work plans must contain this information and it must be communicated to everyone involved.

Where can you find confined and narrow-guiding spaces at Schiphol?

- Crawl spaces under buildings, e.g. under Plaza
- Sewage systems
- (Pressure) pumping stations
- (Sump) wells
- Trenches with pipes
- Work pits

What can happen to you in a confined or narrow-guiding space?

- You may suffocate or develop serious breathing difficulties due to the possible presence of toxic, flammable or explosive liquids, gasses and vapours.
- You may suffocate due to a lack of oxygen and bad ventilation.
- If something happens to you, it is difficult to help or save you because access is limited.
- You can knock yourself or fall because of (often poorly visible) obstacles, such as pipes and/or support beams.
- You can get a severe electrical shock if you touch or damage any electrical parts.

The standard safety measures Schiphol takes

To begin with, before you start working, Schiphol first secures the system or system component. A Task Risk Analysis (TRA) is also performed in which each process step is described. This is also sets out which control measures are required. You will receive the TRA with the work permit.

Note, in particular, the control measures:

- Whether something must be done to seek protection from the atmosphere in the space (hazardous gasses, lack of oxygen, etc.).
- Whether there is any risk of explosions.
- Which risks there are in relation to electricity and how you can control these risks.
- Where someone can knock him/herself or fall, or where objects can fall on someone.
- The agreements on how to approach the work. Who does what, who is the safety guard, what we do in an emergency, etc.

[see next page >](#)

What you can do to protect yourself

- You **never go to work alone** in a confined or narrow-guiding space. Always ensure that a certified safety guard is present. He will take measurements and will keep in constant contact with you and any others in the room during work.
- Note: even in the case of an emergency, the safety guard may **never** enter the space. He/she must notify rescue workers and wait until they arrive to do their work.
- Always perform a Last Minute Risk Analysis (LMRA) before you undertake something.
- Is something unclear or high-risk? Do not start working. Go back to the commissioning authority/ permit authority. Discuss what you have to do to control the risk and then take the necessary measures.
- Always stay alert and stop working when in doubt.

Permit and approval required

If you are going to work in a confined space, you must first obtain a work permit with the requirements set by Schiphol for the RAMS (see Working Conditions catalog sheet 023 Hazards in confined and narrowly conductive spaces <https://www.schiphol.nl/nl/download/b2b/1561450649/4n6M-41wC4oOICmMoUquCS8.pdf>)

Both of these documents will be discussed with you. However, you can only start working if you have approval from Schiphol. The RAMS must be approved by Schiphol. Bedrijfsvoering has a complete list of places where confined spaces are located.

IMPORTANT RECOMMENDATIONS

- Always stay alert!
- When in doubt, always ask
- Interrupt your activities if you need to