

1. WE ARE ALL RESPONSABLE FOR SAFETY AT WORK

The regulations in force are for an organised system for the prevention of accidents and for safety at work, which requires the active participation of workers and the co-operation of all parties involved (**employer, prevention and protection service, worker's, qualified doctor, workers' safety representative**).

2. WORKING ILLEGALLY IS NOT SAFE

People who work illegally cannot receive the appropriate education and training. Their work history cannot be traced and therefore it is impossible to check whether or not all measures to protect them have been put in place

3. THE RISKS OF THE WORKING ENVIRONMENT AND INDIVIDUAL WORK OPERATIONS MUST BE IDENTIFIED AND ASSESSED IN ADVANCE

Employers (with the aid of the "Prevention and protection services") assess the risks relative to the workplace and the duties carried out by workers, informing them of the risks to which they are exposed. In this way workers know the risks involved in their work activities and the correct methods for using instruments, tools and machines for their work.

4. MEASURES MUST BE TAKEN TO ELIMINATE OR REDUCE RISKS

Employers must adopt the necessary safety measures to prevent accidents and injuries in the workplace, including organised and management initiatives. Where a work-related risk cannot be eliminated, employers must reduce it as far as possible.

5. WORKERS HAVE A RIGHT TO TRAINING, WHICH EMPLOYERS MUST PROVIDE

Employers must provide workers with training which should relate to workplace and the duties to be performed. In particular training must be supplied in the following cases:

- When a worker is hired;
- When a worker is transferred or changes duties;
- When new work equipment is introduced, or workers use new hazardous substance or preparation

Training must be repeated on regular basis, and in any case when the risks change or new risks arise

6. ALL NECESSARY SAFETY INDICATIONS MUST BE PRESENT AND DISPLAYED CORRECTLY IN THE WORKPLACE

Employers must use safety signs whenever risks are present which cannot be avoided or sufficiently limited. Employers must ensure that workers are informed about and trained relative to the meaning of the signs and how they should behave. Safety signs may be divided as follows:

- red prohibited signs (indicate danger);
- blue mandatory signs (indicate the correct action or behaviour);
- yellow or orange warning signs (indicate the need for caution, attention);
- green rescue and aid signs (indicate doors, exit, routes, materials, positions);
- fire-fighting signs (indicate the places where fire-fighting materials and equipment are located);
- gesture signs (help guide people for certain operations).

7. EMPLOYERS MUST BE PROVIDE WORKERS WITH SUITABLE PERSONAL PROTECTIVE EQUIPMENT (PPE), WHICH WORKERS ARE OBLIGED TO USE.

PPE is equipment intended to be used kept by workers in order to protect them against risks threatening their health and safety at work: the type and the characteristics vary depending on the type of work carried out and the relative risk. The most widely used PPE is: helmet, safety belt, shoes with steel toe caps and puncture-proof sole, gloves, specific garments according to requirements (to protect against bad weather, fire-resistant, luminous, etc.), goggles masks providing various levels of protection for the airways depending on the substances present in the workplace, visors, ear defenders.

PPE must be made available by employers.

Employers must be provide worker s with the necessary training for correct use of PPE.

Workers must use PPE, and must not modify it on their own initiative, as this may endanger their health and safety and that of other.

8. WORKERS MUST KNOW IN ADVANCE WHO TO CONTACT IN AN EMERGENCY AND HOW TO BEHAVE

Workers must know the name of **first aiders**, of **emergency manager** and people responsible for the prevention fires, the name of the “**prevention and protections service representative**” and the “**qualified doctor**”. Workers must be informed about and receive training on how to behave if danger arises and in emergency.

9. NOBODY SHOULD ENDANGER THEIR OWN LIFE OR THE LIVES OF OTHERS WITH IRRESPONSABLE BEHAVIOUR

As well as being by law, correct behaviour by employers and workers will help to improve general safety conditions. Workers must also be familiar with and follow all procedures to avoid endangering themselves and others. Everyone is responsible for avoiding accidents and injury.

10. SAFETY CONDITION IN THE WORKPLACE AND THE EFFECTIVENESS OF PROTECTION MEASURES MUST BE CHECKED REGULARLY

All workers must observe safety conditions at work and employers are obliged to ensure that such condition exist. Checks of compliance with safety regulation , aiming to protect health and safety in the workplace (regular medical visit, legal compliance of machinery and requirement, training, signs, suitable personal protective equipment, tec.) represent a right which can and must always be exercised.