



**DECLARATION OF SUCCESSFUL
INFORMATION, EDUCATION AND TRAINING
ON OCCUPATIONAL SAFETY AND HEALTH**

(to be kept at the facility and attached as a copy to the Individual Occupational Risk Sheet)

It is hereby declared, pursuant to and in accordance with Articles 36 and 37 of Legislative Decree 81/08, as amended and supplemented, and the related health and safety at work regulations, that in the event of :

- start of collaboration
- change in activities/assets
- risk variation

On date _____ Mr/Mrs _____
which will operate at (specify laboratory, ecc.)

of the University Structure (specify)

whose responsible person is (name and surname)

has been trained in:

- Risks related to the structure's activities; relevant university regulations and provisions
- Hazards, specific and collateral risks to which it is exposed in connection with its activity
- Prevention and protection measures and activities adopted
- Procedures for operating the system or equipment source of risk
- Hazards arising from dangerous substances and preparations; safety data sheets and good engineering practices
- Specific personal protective equipment required for the activity performed
- Regulated Access Areas and Exposure Limits
- Arrangements for first aid, fire fighting and evacuation, and the appointment of specifically assigned operators in the facility

with particular attention to the following risk factors: (tick the boxes that apply)

<input type="checkbox"/> mutagenic carcinogens	<input type="checkbox"/> chemical agents
<input type="checkbox"/> fire and explosion	<input type="checkbox"/> compressed gases
<input type="checkbox"/> electromagnetic fields	<input type="checkbox"/> toxic gases
<input type="checkbox"/> non-ionising radiation	<input type="checkbox"/> UV radiation
<input type="checkbox"/> biological agents	<input type="checkbox"/> noise
<input type="checkbox"/> cryogenic liquids	<input type="checkbox"/> electrical risk
<input type="checkbox"/> machine tools	<input type="checkbox"/> ionising radiation
<input type="checkbox"/> laser radiation	<input type="checkbox"/> use of video terminals
<input type="checkbox"/> risks from special equipment (specify)	



Other (specify type of risk and/or activity)

teaching materials delivered (please specify)

The person in charge has personally verified that the training and information has been sufficiently and adequately received, with particular reference to the workplace or study and the tasks performed by the person concerned.

Varese, date

The Training Subject

The Interested Party/Worker

Attention!

- The document must be signed by the Worker, the Person in charge of the activity (Trainer)
- The documentation, filled out in its entirety and complete with the necessary attachments, must be sent to the Safety Office, exclusively via "interoperability".
- If you have any doubts about completing the form, please contact the following numbers: 031 2389346 or 0332 219051 – 9050 - 9317



WORKERS' OBLIGATIONS ¹
(art. 20 D.Lgs. 81/08 e s.m.i.)

DELIVER TO THE PERSON CONCERNED DURING TRAINING

1. Every worker shall take care of his own safety and health and that of other persons present at the workplace, on whom the effects of his actions or omissions may fall, in accordance with his training and the instructions and means provided by the employer.
2. In particular, workers:
 - a) Contribute, together with the employer, the managers and the persons in charge, to the fulfilment of the obligations laid down to protect health and safety in the workplace;
 - b) Observe the provisions and instructions issued by the employer, managers, and supervisors for the purposes of collective and individual protection;
 - c) Make proper use of machinery, equipment, tools, hazardous substances and preparations, means of transport and other work equipment, as well as safety devices
 - d) Make appropriate use of the protective equipment made available to them;
 - e) Immediately report to the employer, the manager or the person in charge any deficiencies in the means and devices referred to in subparagraphs c) and d), as well as any other dangerous conditions of which they become aware, taking direct action, in case of urgency, within the limits of their competence and possibilities, to eliminate or reduce such deficiencies or dangers, informing the workers' safety representative
 - f) Do not remove or modify safety, warning or control devices without authorisation;
 - g) Do not carry out, on their own initiative, operations or manoeuvres that are not within their competence or that may jeopardise their own safety or that of other workers;
 - h) Participate in training and instruction programmes organised by the employer;
 - i) Undergo the health checks envisaged for them or in any case ordered by the competent doctor.

The names and contact details of the persons in charge of safety management, as well as the regulations and operational safety rules in force at the University, can be requested from the local staff on the premises and can be found on the website: <http://www4.uninsubria.it/on-line/home/naviga-per-tema/ateneo/organizzazione/amministrazione-centrale/uffici-in-staff-alla-direzione-generale/ufficio-prevenzione-e-protezione.html>

In addition to **teaching, research, technical and administrative staff employed by the university**, the term "worker" also includes non-organic staff and staff of public and private contracted organisations who work in the university facilities, unless otherwise agreed upon by agreement, as well as **students, doctoral students, postgraduate students, trainees, scholarship holders and their equivalents, when they attend teaching, research or service laboratories**. (art. 2 D.M. 363/98).