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【職安衛宣導】春節連假落實安全管理，平安過好年

【Occupational Safety and Health Promotion】Ensuring Safety Management During the Lunar New Year Holiday for a Peaceful and Prosperous New Year

提醒各單位於春節假期前，落實辦公室、所轄實驗室及場域、承攬/發包/委外業務等之安全管理，亦須注意年後開工安全。

- 1.各項電器設備、延長線及火源應確實關閉，並拔除電源插頭，如因特殊需求須持續開啟，請確認設備正常，並有安全防護裝置(如過溫或過載保護裝置等)。
- 2.如發現場所內電器設備(含電線、插頭)或插座等，有破損、劣化、融化變形、過熱或累積灰塵污垢等異常狀況，請勿使用並立即修繕或更換。
- 3.實驗室之烘箱、高溫爐等加熱設備，請勿於無人在時使用，人員離開前請確實拔除插頭，避免因設備故障引發火災。
- 4.實驗室所屬之毒性及關注化學品儲存場所應確實上鎖，並落實門禁管理，避免化學品外流及發生災害。
- 5.承攬/發包/委外業務(如工程建設與維護、機械儀器安裝維護、環境維護、廢棄物清運或提供勞務等)：
 - (1)除必要作業外，應盡量避免實施重大維修、動火及相關承攬作業。
 - (2)假期前應切斷非必要之水、電、其他動力燃料來源，機具設備穩妥置放，確認施工圍籬設置妥當，必要時應上鎖、標示，並落實巡檢、稽核。
 - (3)加強留守人員之防災認知及緊急應變程序，以確保事故即時通報及應變處理。
- 6.開工(開始作業)前應實施安全檢查，確認無危害之虞，方可進行作業。

~環境安全科技中心關心您，預祝您新年快樂~

以下的英文翻譯是由AI協助完成，可能存在一些語意偏差或文法錯誤，請以原文為主，謹慎參考。

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We kindly remind all departments to rigorously enforce safety management protocols for offices, affiliated laboratories and premises, and contracted/outsourced operations prior to the Lunar New Year holiday. Attention must also be given to safety measures upon resumption of work.

1. All electrical appliances, extension cords, and sources of ignition must be thoroughly switched off and unplugged. Should any equipment require continuous operation due to special circumstances, please ensure it is functioning properly and equipped with safety devices such as over-temperature or overload protection.
2. If any electrical equipment (including wires and plugs) or sockets exhibit damage, deterioration, melting, deformation, overheating, or accumulation of dust and grime, cease usage immediately and arrange for prompt repair or replacement.
3. Heating devices in laboratories, such as ovens and high-temperature furnaces, must never be operated unattended. Always unplug these devices before leaving to prevent fire hazards caused by equipment malfunction.
4. Storage areas for toxic and regulated chemicals within laboratories must be securely locked, with strict access control enforced to prevent chemical leakage and potential disasters.
5. For contracted/outsourced operations (including construction and maintenance, machinery and instrument installation and upkeep, environmental maintenance, waste removal, or labor services):
 - (1) Major repairs, hot work, and related contracted activities should be avoided during the holiday unless absolutely necessary.
 - (2) Prior to the holiday, non-essential water, electricity, and other power sources must be disconnected. Equipment and machinery should be securely stored, construction fences properly installed, locked and labeled if necessary, with diligent inspection and auditing.
 - (3) Enhance disaster prevention awareness and emergency response procedures among on-site personnel to ensure timely reporting and handling of incidents.
6. A comprehensive safety inspection must be conducted before resuming operations to confirm the absence of hazards before work commences.

~The Environmental and Safety Technology Center cares for your well-being and wishes you a joyous New Year~

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公告分類
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公告

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