

French Atomic Energy Agency (CEA)

Internal Regulations

CEA Cadarache ● ● ● ● ● ● ● ●

MEANING AND DEFINITION OF THE ACRONYMS

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| CACS: | Correspondent of the Central Safety Officer |
| CHSCT: | Committee for health, safety and work conditions |
| DIR: | Management |
| DSIN: | Nuclear Installations Safety Directorate |
| FLS: | Local Security Guard Force |
| ICPE: | Classified Facility for the Environment Protection |
| INB: | Basic Nuclear Facility |
| ISE: | Cadarache centre safety engineer |
| ISI: | Facility safety engineer |
| LABM: | Laboratory for Biomedical analysis |
| PUI: | On-site emergency plan |
| SC: | Commercial Department |
| STIC: | ICT Department |
| SMT: | Occupational Health Service |
| SPAS: | Personnel and Social Affairs Service |
| SPR: | Radiation protection service |
| ST: | Technical Department |

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PURPOSE AND SCOPE

ARTICLE 1: PURPOSE

1. The purpose of these Internal Regulations is to provide application at the site of the following:
 - General and permanent rules regarding discipline
 - Health and safety regulations
 and may not conflict with the provisions of the Labour Agreement.
2. It recalls of the Labour Agreement provisions with regards to discipline and of the guarantees for the staff regarding its proceeding.
3. Provisions of these regulations apply to CEA, subsidiaries and external firms' employees operating at the Centre without prejudice to the obligations following from responsibilities of external firms or subsidiaries directors and of the Health, Safety, and Work Committees of those firms.
4. These Internal regulations are available at the SPAS and distributed at every Department secretariat. Every CEA employee will receive a copy.

ARTICLE 2: GEOGRAPHICAL SCOPE

Provisions of the present Internal Regulations are not only applicable within and on the premises but also at any related off-site locations and buildings.

ARTICLE 3: PERSONS SCOPE

1. The general disciplinary rules are applicable to the whole of the staff working on the premises without prejudice to the provisions specific to a certain category of staff described hereinafter.
2. In terms of health and safety, the Internal Regulations apply to all Persons, CEA employee or not, working on the premises, without prejudice to procedural rules particular to each firm (see art. 1.3).
3. Rules relating to penalties and disciplinary proceeding are defined at articles 16, 17, 18, and 19 for employees governed by Labour Agreement and external firms' employees (article 18).

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Chapter I:

GENERAL AND PERMANENT RULES REGARDING DISCIPLINE

ARTICLE 4: PRINCIPLES

Employees must comply with instructions provided by immediate supervisors and with instructions and provisions issued or broadcasted over the general diffusion network (RDG) or over the Command Loudspeakers system (RHP). It is also required to respect the Labour Agreement provisions regarding official duties (Chapter 16). Especially, employees must comply with instructions provided by FLS agents in terms of discipline and safety regulations.

ARTICLE 5: RULES DECREED BY MEMOS

In compliance with the law, memos established by the Centre, outside of the Internal Regulations, comporting general and permanent provisions in terms of disciplinary, health and safety matters, are distributed at every Department secretariat and listed in a classified catalogue available at the SPAS.

ARTICLE 6: WORKING HOURS

1. Employees must comply with working hours
2. Working hours in force at the Centre are from 7.55 - 16.35 on days worked.
3. Is considered working time, the total presence time spent within the Centre, apart from the 42 minutes deducted for breaks – including 35 minutes minimum for lunch.
4. Any employee assigned to shift work must comply with the attendance schedule of the shift he is assigned to. Shift members names and its assigned times are visible on boards or on memos.
5. Any absence during normal shift must, except in case of absolute necessity, be approved by the relevant hierarchical authority. This provision does not apply to officing Personnel representatives, who however still are required to inform their supervisor beforehand.
6. Management can unexpectedly proceed to Centre's entrance and exit controls. Entrance and exit data can be recorded by access badge reading

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ARTICLE 7: WORK OUTSIDE OF OFFICE HOURS

Some employees can be working outside of normal office hours for program or safety compliance, temporarily or permanently. It is the case for the continuous shift work employees, for those who ensure security on the site, standby duty at home with intervention, out of hours. These situations are managed by immediate managers as part of the regulations established by the site Director.

ARTICLE 8: SITE ACCESS

1. The Centre is open Monday to Friday inclusive from 6.30 am to 7.30 pm.
2. Access to the site is subject to entrance and exit control measures enacted by the CEA and implemented by the Director.
3. Every CEA employee, associate, internship and person who shall enter the site receives a badge. The badge, which constitutes the single access document to the site, must be visibly worn at all times. When the right of access has expired, the badge must be returned to DIR/CACS/RECEPTION who delivered it.
4. FLS guards may carry out security checks on the access badges and on the reasons for anyone's presence on the site.
5. **ENTRANCE AND EXIT CONTROLS**
CEA staff and employees who regularly enter CEA Buildings, Facilities and Restricted access areas are provided with a badge containing nominative data adapted to the automated access control card reader.
This secure badge constitutes the single access document to all civil CEA buildings or Centres and allows identification and authentication of the carrier:
 - By visual means: name and photograph;
 - By automation: data registered in a memory chip.

A dosimeter can be integrated.

The staff right of access to this computerized processing is managed by the reception team who, after proper identification of the carrier, provides consultation to the data in a manner that ensures the confidentiality of this right of access.

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Exceptionally, if a badge is forgotten or lost, the person concerned may present identification at the DIR/CACS/RECEPTION where he/she will be issued with a visitor's badge for one day. In addition, the loss or theft of a badge must be notified as soon as possible to DIR/CACS/RECEPTION. These formalities can only take place at main entrance.

CEA staff and associates internships moves within the site are restricted to those justified for work where their presence is required.

Access for CEA staff, associates, internships and external firms' employees, outside of the Centre opening hours, Saturdays and all day not worked, must be authorized by the immediate manager and entered beforehand into the appropriate software.

CEA national union officers:

In the application of article 9 paragraph 8 of the Labour Agreement: CEA national union officers have access to all buildings considering specific rules applying to them. In addition, the CEA will do its best to facilitate their access to firms on the Centre where a significant number of CEA employees are represented.

5.1. ENTRANCE AND EXIT CONTROLS OF RESTRICTED AREAS

Facility Managers are responsible for access authorizations in their area.

From the secure badges allowing access to the Centre, the Facility Manager validates the badge to give access to the authorized area(s) or building(s). Access can be set to:

- permanent for CEA employees, subsidiaries or firms normally working in the area as well as responding workers (STIC – SPR – SMT – ISE – ST)
- Temporary for visitors and CEA staff or firms working occasionally in the area. In this case, stopping at the area guardhouse is mandatory in order to obtain authorization and validation of the secure badge from the operator.

Badge presentation and/or Entrance authorization can be required by the FLS guards.

5.2. ENTRANCE AND EXIT CONTROLS OF ACCESS MONITORED BUILDINGS

These buildings or buildings areas can be located in a restricted or isolated area on the Centre site.

Facility Managers are responsible for access authorizations to the building or to the concerned building area. Access can be permanent or temporary as described in article 8 paragraph 5.1.

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ARTICLE 9: TRAFFIC AND ACCESS REGULATIONS AT THE CENTRE

1. Traffic at the Centre is restricted to ordinary and work related movements.

Traffic is forbidden outside of ordinary roads and facilities limits, particularly in forest or close to the Centre's fencing. Pedestrian traffic is also forbidden outside of the designated paths.

2. The provisions of the French Road Code for driving and parking in urban areas apply inside the Centre site, speed limit being adapted to the site configuration and indicated with signs.

FLS can perform speed controls. Offenders can be subject to measures leading to refusal of access on the site with their own vehicle as well as withdrawal of authorization to drive vehicles on the Centre site.

3. At the entrance, and possibly at the exit, drivers and their passengers must present their badges to the FLS security guards or insert them into a card reader. They also have to comply with the eventual inspection of their vehicle by the FLS security guards, within the conditions described in the departmental circular DRT n.5 from 15/03/1983.
4. The Director may refuse access to specific vehicles for reasons of safety, security or public order.
5. Driving service vehicles belonging to the CEA shall be subject to immediate managers' written authorization.
6. Traffic accidents on the site involving a CEA vehicle and taking place on the Centre site roads must be reported immediately to the FLS. However, reports issued by its guards only have an internal value at the CEA and are not enforceable against third parties.

ARTICLE 10: PROTECTION OF GOODS AND SECURITY CONTROLS

1. At the site entrance and exit or within the site, the Director reserves the right to authorize controls, within the conditions described in the departmental circular DRT n.5 from 15/03/1983.
2. The following items are forbidden without the site management prior written authorization:
 - Introduction, carrying and possession of weapons, ammunitions or explosive materials of any nature
 - Introduction and/or use of radio transmitter.

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- Any object that belongs to CEA or to any firm working on the site cannot come out of the site without prior written authorization (CE/CA Circular n. 439 – 11/10/1994)
- Introduction of any multimedia recording/taping device
- Introduction of alcoholic drinks
- Introduction of animals.

3. It is reminded that:-
 - Radioactive material transportation is subject to specific regulations, including special authorization and control (RGTI General Internal Transportation Rules for radioactive material in force)
 - Any commercial vehicle shall be submitted to X-ray control of the scanner located at the Centre site exit.
 - Every employee must ensure safe storage of precious metal and any other valuable objects, nuclear materials, documents needing special protection (classified, confidential, etc.) and lock the room before leaving the office.
 - Windows and fanlights must be closed, lights switched off and electrical devices turned off, except duly registered exceptions.
 - Heaters connected to the Centre heating system must remain on during winter time.
 - Supplementary heating mobile heaters shall only be used in the presence of staff.
4. In terms of IT, every user shall:
 - Comply with the CEA General Instructions Notes in force
 - Do not share their password(s)
 - Prevent access to their computer when they have left their workstation.
 - Only use software in compliance with the law regarding software property rights (necessity to buy licenses)
 - Only use software from a "safe" source to prevent from virus infections. However, it is appropriate to inform the STIC if a virus is found despite all cautions.
5. Delivery of materials or supplies intended to the Centre Departments, as well as shipment of materials or supplies must pass through the central storage facility subject to provisions relating to special transportation.
6. Lost objects found shall be deposited at the FLS (Building 104).

GENERAL RULES**ARTICLE 11: GENERAL LIVING AND WORKING CONDITIONS AT THE CENTRE**

1. Staff must be dressed and conduct themselves appropriately at all times. Accessing the Centre restaurants wearing work, safety outfits, etc. is prohibited - except for the FLS security guards in their uniform.
2. Staff is responsible for material and clothes provided to them. Any disappearance or deterioration of such must be immediately reported to the Department manager.
3. Unless an occasional written authorization from the Department manager has been obtained, it is prohibited to carry out work on the Centre site for private purposes or for a third party, even if not paid.
4. Trade unions shall only be allowed to display tracts and publications at the places designated for this purpose. Any display outside of those areas can be removed by management.
5. In addition, is prohibited:
 - To solicit or collect money for legal persons, without express authorization from management, or within a Department, from the Department manager.
 - To organize, even outside of office hours, meetings non-authorized by management, except for union meetings authorized by Labour Agreement (article 9.11).
 - To consume food on the site Centre outside of designated areas, unless authorized by the Department manager, to consume alcoholic beverages outside of meal times and other circumstances where officially authorized.
6. Staff using CEA busses must generally observe a respectful behaviour towards other users, it is forbidden to smoke inside the vehicles.

ARTICLE 12: SITE PROTECTION

1. It is prohibited to deposit any equipment, supplies or materials outside areas developed for this purpose.
2. The evacuation of materials, waste or inert rubbish (solid or liquid) shall be handled by the Technical department.
3. Disposal of liquid effluents into the drainage system shall be regulated by specific instructions from the management (see CEA/CA Circulars n. 454 from 16/09/1996 relating to disposal of radioactive and non radioactive liquid effluents and circulars CEA/CA n. 459 and 460 from 21/04/1997 respectively relating to ordinary industrial waste management and ordinary liquid effluents management).

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4. Any person admitted on the site shall respect groupings, grass, plantings and wooded areas, as well as the good state of the buildings' surroundings.
5. Hunting and any plant picking or harvesting is prohibited, unless authorized by management.
6. Poaching is strictly prohibited.

ARTICLE 13: Taking pictures

Pictures taken, their publication or broadcasting as well as their classification terms are subject to rules provided in specific circulars from the management (circulars CEN/Ca n.392 from 09/12/1987 and CEA/Ca n.456 from 17/05/1993).

ARTICLE 14: ALCOHOL, TOBACCO AND ILLICIT SUBSTANCES

1. In the application of the Labour Code, bringing and consuming alcoholic beverages at the work site is forbidden (ART L232-2 from the Labour Code).
2. Smoking prohibition in rooms assigned for collective use is applicable to all closed and covered areas opened to public except for designated areas for this matter. It is also applicable in collective transportation (Art. R355-28-1 of the Public Health Code). In areas assigned for work, an organization plan divides smoking and non smoking areas.
3. It is strictly forbidden to bring and/or consume hallucinogen substances at the Centre. Drug testing for drug addiction can only be performed by decision of the Occupational Physician. Staff concerned must be notified beforehand and tests shall be protected by medical confidentiality. Employees may refuse a drug test; however, in such cases the Occupational Physician may pronounce them unfit to work as provided for in the Labour Code (Art. R.251-52).

ARTICLE 15: OTHER PROVISIONS

1. All mail is handled by the Mail Service. Individual Company mail is protected by the stamping of "private" or "Union Mail". Sending or resending external private mail is forbidden, including using CEA registered address for written or phone classified advertisements.

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2. Non work-related phone calls are occasionally admitted and are billed to the concerned staff (see circular CEA/Ca n452 from 16/09/1996).
3. Organizing a sale or any other commercial operation for the public is forbidden, without prior authorization from the Director.

Chapter II: DISCIPLINARY SANCTIONS

ARTICLE 16: GENERAL PROVISIONS

Implementing article 76 paragraph 1 of Labour Agreement, the employee whose behaviour is considered as guilty, notably due to a breach of the Work and Discipline regulations in force at the site, can be subject to disciplinary sanctions.

In compliance with Article L.122-46 of the Labour Code, no employee can be subject to a sanction or dismissal for having been subjected to or refused harassment from a person who, abusing the authority from their position, has given orders, made threats, imposed constraints or exerted pressures of all kind on the employee, in order to obtain favours of sexual nature for his own or a third party profit. As well as no employee can be disciplined or dismissed for having testified about activities described in the previous paragraph or for having mentioned them. However, any person who, in the performance of their duties, will have performed such activities will be subject to disciplinary measures.

ARTICLE 17: APPLICABLE SANCTIONS

Applicable sanctions for employees are those described in Article 76 paragraph 2 of the Labour Agreement.

- 1.a) - Notified warning
 - Notified reprimand logged in the employee file
 These sanctions do not lead to the disciplinary proceeding defined in Article 82 of the Labour Agreement.
- 1.b) - Temporary suspension of a maximum of a month
 - Dismissal on disciplinary grounds
 These sanctions lead to application of the disciplinary proceeding according to provisions defined in article 82 of the Labour Agreement (see infra Article 19 of the present regulations).

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2. Any employee for whom a sanction provided for in article 76 paragraph 2 is being considered must meet the Director or his representative, together with one of his managers. During this meeting, the employee may get assistance from a union employee or representative of his choice being a member of the CEA staff.
3. Implementing article 144 paragraph 1 of the Labour Agreement, disciplinary suspension can be followed by a change of assignment giving no right to the 2 months salary compensation, provided for in article 148.1 of the Labour Agreement. However, the concerned employee benefits from provisions provided for in paragraphs b2, b3, and b4 of article 148.
4. Mention of the warning or reprimand will be removed from the file if the employee was not concerned by another sanction for a period of three years starting from the date the warning or blame was issued on. No sanction, older than 3 years from the commencing of the disciplinary proceeding or sanction concerned by amnesty can be invoked to support a new sanction.

ARTICLE 18: EMPLOYEES FROM EXTERNAL FIRMS

Without prejudice to measures employers may take in accordance with their disciplinary authority, access to the Centre can be denied to external firms' employees, in case of failure to comply with the Internal Regulations requirements, especially regarding safety.

ARTICLE 19: DISCIPLINARY PROCEEDING

ADMINISTRATIVE SUSPENSION (Article 79 of Labour Agreement)

1. The employee subjected to a disciplinary proceeding can be suspended as a precaution until the intervention of the CEA final decision.
2. The decision of an employee being suspended must specify whether he/she is entitled to keep the benefits from his/her salary during the time he/she is suspended (basic salary, individual incentive, seniority bonus, executive bonus or thirteenth month excluding any other element) or determine the deduction percentage to be applied, which can be equal to the quarter or as a maximum to the half of the salary. In any case, the employee will still be receiving legal and conventional allocations for family responsibilities.
3. The employment is entitled to the repayment of the deducted amounts, unless the disciplinary suspension is imputed on the administrative suspension period and except in case of a dismissal for dishonourable discharge.

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PROCEDURE (Articles 82 and 83 of Labour Agreement)

1. The CEA applies legal provisions with regard to disciplinary proceeding (especially those relating to the discussion meeting provided for in Article L 122-41 of the Labour Code and to the sanction's notification).
2. Sanctions proposals leading to disciplinary proceeding are handed over to the chairman of the Disciplinary Board. Sanctions are announced by the HR director or by delegation to the manager of the department where the employee works, according to the advice of the Disciplinary Board.
Sanctions must be communicated to the interested parties within the 30 days following the opinion delivered by the Disciplinary Board.
3. The Disciplinary Board is convened upon its chairman's request or its representative. The employee subjected to a sanction, provided for at article 76 paragraph 2 of the Labour Agreement, is called in to a preliminary meeting according to the conditions of article 76, paragraph 3. In addition; he/she is informed of the date on which his/her file will be looked at by the Disciplinary Board. The employee can defend his proceeding verbally or in writing and be assisted in front of the Board by a union employee or representative of his choice being a member of the CEA staff.
4. The Disciplinary Board is convened after the preliminary meeting provided for in article 76 paragraph 3 has been held, and meets up within 10 days following its convening.
5. The Disciplinary Board can, upon request of the third of its members, ask for extra information and gather the required elements in a maximum delay of 15 days starting from the date of the request. The concerned employee is then informed in writing of the new Board session date. The Disciplinary Board meets up a second time within the 15 days following the first meeting.
6. The Disciplinary Board gives its opinion on the sanction being looked at, by a vote at the majority of the present members and by secret ballot. In the event of an equal division of votes, the vote of the Chairman shall be decisive. Minority opinions shall appear in the Board minutes.

HEALTH AND SAFETY

CHAPTER I:
GENERAL PROVISIONS

ARTICLE 20: GENERAL PRINCIPLES

Safety and Security support units from ISE and CHSCT constantly focus on preventing work accidents and occupational diseases risks, but it is also everybody's business. It calls for each person working at the site (including staff from external firms) to strictly respect applicable provisions in terms of health and safety.

This prevention is subject to:

- the following provisions of these Internal Regulations
- Staff requirements in terms of occupational safety (Labour Code and Labour Agreement)
- General Rules for radiation protection
- Special instructions regarding a staff category, a building, a room, a facility, equipment which are either placed on a notice board, sent as a note to those concerned or provided to them at the work location (especially regarding the ICPE and INB).
- Written and verbal safety instructions given by management staff regarding operation. Those instructions are mentioned to participants of external firms during establishment of the prevention plan implemented in relation to the application of the decree from Feb, 20th 1992.
Only equipment complying with the regulations is allowed on the Centre site, including old equipment which must comply with standards in force.

ARTICLE 21: SANCTIONS

Failure to comply with the requirements and instructions for CEA staff may constitute an offence and may result in actions taken in accordance with article 16 and 17 of the present Internal Regulations.

For the external firms' employees working on the site, failure to comply with the requirements and instructions can result in withdrawal of the temporary or permanent access to the Centre, without prejudice of any other actions, as provided for in Article 18 of the present Internal Regulations.

ARTICLE 22: PROVISIONS IN CASE OF AN EMERGENCY

In case of an accident or incident necessitating emergency care, any employee in the area should immediately alert:

- The Safety Team by dialling 18 or 22.18 or via alarm button,

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- The Facility Manager and the Safety and Security Manager
- If available in this facility, the local first aid team.

In case of a general alert announced by sirens or by public-address system in the facilities:

- Staff present in the buildings should remain where they are,
- Staff circulating on the site should immediately enter the nearest building, and together with the staff working at this place, they will comply with the instructions broadcasted by the Department Manager.
- Use of private vehicles is forbidden except if specific instructions.

Some of the facilities are subject to a specific alarm system resulting in special actions:

- Continuous tone of the horn:
Imperative application of safeguards measures as provided in the security instructions and all guidelines broadcasted or displayed in the building.
- Discontinuous tone/ brief tones of the horn:
Organized building evacuation in accordance with the conditions provided in the security instructions.
- Strident pulsating sound of the horn (criticality accident):
Immediate evacuation of building and surroundings following the paths indicated by the signs "evacuation" and green arrows, in order to get to the "meeting point" of the Facility.

CHAPTER II: SPECIFIC RISK PREVENTION MEASURES

ARTICLE 23: EMPLOYEE INFORMATION CONCERNING RISKS

In line with the Labour Code, staff members shall be trained on the workplace upon their arrival on the site, this training shall be supplemented by a general safety training course.

Before any service is provided by an external firm in a facility, its staff must report to the Facility Manager.

ARTICLE 24: MEDICAL SUPERVISION

C.E.A. Employees:

All staff members must undergo a medical examination and complementary exams as provided for in the CEA Internal Regulations.

Unjustified absence of an employee to medical examinations results in non-delivery of the medical capacity for work (see Circular CE/Ca N. 445 from 15/03/1995).

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STAFF FROM EXTERNAL FIRMS:

Employees from external firms, whatever the professional activity and working location on the site, must be able to provide the medical capacity document on the CEA request (Ref. Art. R.241-57 of the French Labour Code, Decree of 28/12/1988 and Decree n. 97137 from 13/02/97) delivered by the Occupational Physician stating the employee has undergone medical examination in compliance with the regulation in force, and access book for the staff assigned directly to work under irradiations.

ARTICLE 25: INSTRUCTIONS CONCERNING PREVENTION

In order to prevent industrial accidents and occupational illnesses, the staff must strictly follow all instructions aiming at observing legal requirements concerning prevention and at the safety of staff (in particular art. L. 233-1 and following articles of the Labour Code).

ARTICLE 26: SIGN POSTING

All persons circulating or working on the site are required to respect the marking system in place at the facilities as well as evacuation routes, emergency exits and sign postings concerning health and safety matters.

ARTICLE 27: WORKSITE SPECIFIC INSTRUCTIONS

WORKSITE WASTE:

Dirt, old material, rubble and non-inflammable materials shall be deposited solely at the waste disposal or storage sites indicated by the Technical department and to whom the contractor must request access to the disposal sites in advance. It is strictly prohibited to dump any waste whatsoever into the sewage system.

MAINTAINING AND CLEANING WORKSITES:

All equipment used on the worksites must meet the safety standards in force and be up-to-date in terms of the schedule for periodic controls. Worksites must be left clean and tidy.

At the end of work, the site will be returned in good condition making sure that no material or waste is left lying around.

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CHAPITRE III: SPECIFIC RISK PREVENTION MEASURES

ARTICLE 28. PROTECTION AGAINST IONISING RADIATIONS

All people circulating or working on the Centre site must comply with the radiation protection general rules and to specific instructions in force in the facilities.

Staff members of external firms directly assigned to work under irradiations must imperatively wear a passive dosimeter provided by their employer and operational dosimeter either provided by the facility manager or by the SPR. Dosimeter results will be reported every day in an access book provided for this matter in compliance with the regulations in force (Decree of 24/12/1998 modifying Decree n. 86-1103 from 02/10/1986 modified relating to the workers protection against dangers arising from ionising radiation).

Employees from category A and B must have a medical certificate signed by a physician from an empowered Occupational Health Service (Decree from 13/02/1997). Aptitude control and identity verification of the empowered physicians as well as prescription of examinations in relation to radiological risk will take place at the SMT/CEA on the sight of the work and nuisances description established by the corporate manager as part of the Prevention Plan.

ARTICLE 29: PROTECTION AGAINST FIRE RISK

Building regulations, imposed by the Labour Code in order to allow quick evacuation in case of fire, will be respected.

It is prohibited:

- To unnecessarily accumulate inflammable products: boxes, packaging, etc.
- To deposit anything that could hinder access to any exits;
- To light a fire outside the buildings.

A fire permit must be systematically issued by the Facility Manager before any work with hot spots is conducted.

It is recalled that everyone:

- shall not block access to fire extinguishers, fire posts or electrical stations, and
- shall warn the FLS:
 - When an extinguisher is used, in order to return it immediately to working order;
 - When an extinguisher or fire post is moved.
- shall participate in training sessions on the use of fire extinguishers as planned by Facility Managers.

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ARTICLE 30: PROTECTION AGAINST ELECTRICAL RISK

Every employee must comply with the instructions provided in the buildings and facilities. Any anomaly or malfunctioning of electrical equipment must be reported immediately to the person in charge of supervising the electrical installations.

Maintenance and repair work on electrical installations shall only be undertaken by suitably qualified persons.

Staff from external firms must comply with the instructions provided in the buildings and facilities and more particularly with the instructions laid down in the Prevention Plan. Mobile or semi-stationary electrical equipment, property of the Firm, must be checked according to the regulations in force.

ARTICLE 31: PROTECTION AGAINST RISKS WHEN HANDLING EQUIPMENT

The use of lifting and hoisting equipment shall be strictly reserved for duly qualified and authorized staff.

The use by external firm staff of lifting and hoisting equipment belonging to the CEA is forbidden, without prior authorization from the Facility Manager and provided for in their contract.

It is particularly recalled that:

- Removing or neutralizing any protective system on machines or equipment constitutes an offence which may lead to disciplinary action.
- Any machine to handle heavy equipment shall be used in compliance with the instructions provided for this purpose.
- Instructions placed in working areas, near the tools, on the machine tools or on various gears (belt conveyors, lifts, cranes, etc.) must be strictly observed.

ARTICLE 32: PREVENTING CHEMICAL RISK

The prevention of chemical risk is based on limiting the use of dangerous substances. For the correct use of a chemical product, each user must:

- Have read the product risk notice beforehand and have it with him;
- Verify that the label conforms to the product;
- Ensure that the vapour-trapping system is operating correctly;
- Be equipped with adequate personal protection gear (gloves, facial mask, inhalation protection);
- Handle the product as little as possible;
- Draw up periodic stock records;
- Periodically carry out evacuation procedures for superfluous products in liaison with the Technical Department.

HEALTH AND SAFETY

**CHAPTER IV:
RIGHTS AND OBLIGATIONS WITH REGARDS TO PREVENTING AND
DECLARING ACCIDENTS**

ARTICLE 33: SERIOUS AND IMMINENT DANGER, RIGHT TO WITHDRAW

In accordance with article L.231-8 of the Labour Code (Law from 23/12/1982 and from 31/12/1991) any employee who has reasonable grounds for thinking that a situation at work presents a serious and imminent danger to health or safety, or observes a defect in the safety system, must immediately notify his/her supervisor (or designated person).

The supervisor shall not ask the employee to return to their work if the danger persists.

In accordance with article L.231.9 of the Labour Code, if a staff representative of the CHSCT (Health, Security and Safety Committee) ascertains that there is cause for serious and imminent danger, either directly or by the intermediary of a staff member who withdrew himself from his work situation as provided in article L.231.8 of the Labour Code, notice shall immediately be given to the employer or representative and a record of the incident shall be placed in the special register kept at the Safety and Security secretariat (CHSCT). In order to take the necessary steps to solve the problem, the employer or representative shall immediately proceed with an investigation together with the staff representative of the CHSCT, who reported the danger.

ARTICLE 34: CONDUCT IN CASE OF ACCIDENT

The witness (CEA or external firm employee) of an accident must:

- Assist the victim(s) of the accident without exposing him/herself or other staff to any risk (for example, in the case of asphyxiation or electrocution)
- Simultaneously alert the FLS (by alarm button, dialling 18 or 22.18), who will implement the procedure in force: intervening with the infirmary staff and evacuating the injured to the Centre's Medical Service
- Notify the local first aid team if it exists
- Notify management

Subsequent to any occupational accident or injury a meeting shall be held between the injured person and his manager. A report form, filled out by the injured person, his manager and the Facility security engineer, must be addressed to the Security engineer of the Centre.

HEALTH AND SAFETY

ARTICLE 35: DECLARATION OF ACCIDENT

Any staff member who suffers an occupational accident must, within 24 hours, report, or have the accident reported by a witness, to the SMT for it to be recorded in the Register of Occupational Accidents.

The administrative procedure for occupational accidents involving external firms shall be under the sole authority of the responsible contractor concerned. The Centre's management shall immediately be informed of the occurrence of any accident on the site.

Important NB: Regarding an accident initially reported as minor, registration in the Register of Occupational Accidents at the SMT preserves the victim's rights for the accident to be considered as occupational accident.

LIST OF CIRCULARS, NOTES AND AGREEMENTS

| CIRCULAR | DATE | SCOPE |
|----------|------------|---|
| 445 | 15/03/1995 | Medical Examination for resumption of work |
| 452 | 16/09/1996 | Mail and TELECOMS Shipment of radioactive material via domestic mail |
| 454 | 16/09/1996 | Waste and effluents management |
| 456 | 09/12/1996 | Reorganisation of the "photography" division of the CEA/CADARACHE |
| 459 | 21/04/1997 | Ordinary waste management |
| 460 | 21/04/1997 | Ordinary liquid effluents management |

| NOTE | DATE | SCOPE |
|------|------------|---|
| 421 | 17/05/1993 | Request for authorization or approval for taking pictures |
| 428 | 05/10/1998 | Access of the CEA buildings |

| AGREEMENT | DATE | SCOPE |
|-----------|------------|--|
| | 23/03/2000 | Agreement regarding the rules for the adjustment and reduction of work duration at CEA/CADARACHE |

The present Internal Regulations and annex have been deposited at the court office of the Labour Tribunal of Aix en Provence, the 18th of June 2001 and registered under N. 01/0027
 They were transmitted to the Labour Inspector the 14th of June 2001
 They were displayed in the Centre the 14th of June 2001
 They entered into force on the 18th of July 2001

UPDATE OF THE INTERNAL REGULATIONS (PART IN BOLD AND ITALIC)

INTEGRATION OF ARTICLE L.122-49 RELATING TO MORAL HARASSMENT IN ACCORDANCE WITH
THE PROVISIONS OF THE LAW 2002-73 OF THE 17TH OF JANUARY 2002 KNOWN AS LAWS ON
SOCIAL MODERNISATION

PART 2 – GENERAL RULES

CHAPTER II: DISCIPLINARY SANCTIONS

ARTICLE 16: GENERAL PROVISIONS

Implementing article 76 paragraph 1 of Labour Agreement, the employee whose behaviour is considered as guilty, notably due to a breach of the Work and Discipline regulations in force at the site, can be subject to disciplinary sanctions.

In compliance with Article L.122-46 of the Labour Code, no employee can be subject to a sanction or dismissal for having been subjected to or refused harassment from a person who, abusing the authority from their position, has given orders, made threats, imposed constraints or exerted pressures of all kind on the employee, in order to obtain favours of sexual nature for his own or a third party profit. As well as no employee can be disciplined or dismissed for having testified about activities described in the previous paragraph or for having mentioned them. However, any person who, in the performance of their duties, will have performed such activities will be subject to disciplinary measures.

In accordance with article L.122-49 of the Labour Code

No employee shall be subjected to repeated acts of moral harassment which are designed to or bring about a worsening of working conditions likely to be detrimental to their rights and dignity, affect their physical or mental health, or compromise their career prospects.

No employee shall be sanctioned, dismissed or discriminated against, directly or indirectly, especially in terms of remuneration, training, (re)classification, status, qualification, promotion, transfer and contract renewal for having been subjected to or having rejected acts described in the previous paragraph or for having given testimony of these acts or for having mentioned them.

Any breach of contract it may result from, any clause or act to the contrary is null and void.

Moral and sexual harassment are punishable by disciplinary sanctions which may lead to dismissal.