



## For catering

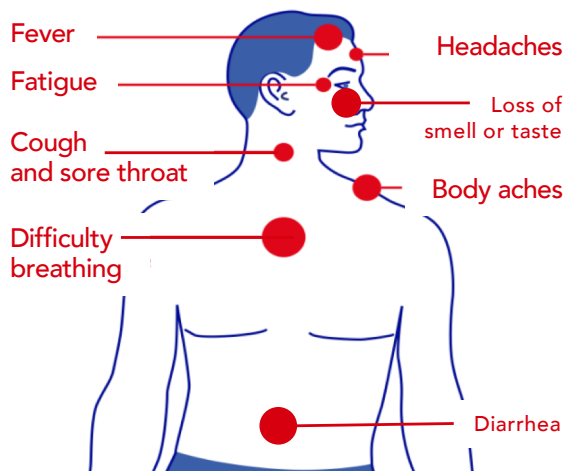
The restaurant is open between **7:30 am and 9:00 am** for breakfast, **11:45 am and 1:45 pm** for lunch and **7:30 pm and 9:30 pm** for dinner, weekdays and week end. **Wearing a mask is mandatory to enter the restaurant** and when preparing your meal tray. This mask must be discarded after the payment of the meal, in the bin provided for this purpose.

- **Limit your time** at the restaurant
- **Respect the distance rules, and the posted instructions**
- **Wash your hands before and after meals.** Hydroalcoholic gel is available at checkout
- Payment only with the SOLEIL badge or by bank card
- Tables and chairs are cleaned regularly by the service provider

The **Cafeteria, coffee machines** and **vending machines** are back into service. Refer to the operating instructions displayed on the devices.



## If you have the following symptoms



- **You are on the SOLEIL site:** **imperatively contact the Security PC** (Red phone or 18 from any SOLEIL extension)
- **You are at home:** **do not come to the SOLEIL site**, avoid contact with those around you, call your doctor or 15 if the symptoms worsen, and inform your contact at SOLEIL and your employer.
- **You have come to the SOLEIL site during the last 7 days**, inform your contact at SOLEIL



## Useful Numbers

- **PC Sécurité** : Use the red phones or dial 18 from any SOLEIL extension.  
Dial 01 69 35 98 40 from a mobile phone
- **Experimental hall coordinators**: dial 97 97 from any SOLEIL extension
- **Security group permanence**: dial 90 01 from any SOLEIL extension (8:30 am– 5:30 pm weekdays)

## CoViD-19

# Instruction for Synchrotron SOLEIL Users

## You are entering the Synchrotron SOLEIL site

**Use the following rules to protect your health and that of others**

*These instructions may change based on government instructions*



## Stay alert and vigilant

This document contains a summary of the instructions that you must follow throughout your stay at SOLEIL. A lot of other information is given on the site by way of display (traffic direction in certain zones, protocols for using equipment, maximum number of people authorized in a room, etc.).

**Pay also attention to these instructions and respect them.** If in doubt, refer to your local contact at SOLEIL.



## To enter the site, you must:

- **Be declared on a list of participants validated by the Users' Office**
- **Have previously completed the Safety Training** taking into account the specific measures related to the CoViD-19 epidemic
- **Present yourself at the reception** respecting the direction of traffic and the rules of distance (at least 1m)



September 23<sup>rd</sup>, 2020





## Throughout the day, you must scrupulously apply the protective measures



Wash your hands very often with soap and water



Cough or sneeze into your elbow or a disposable tissue



Use a disposable tissue and throw it away

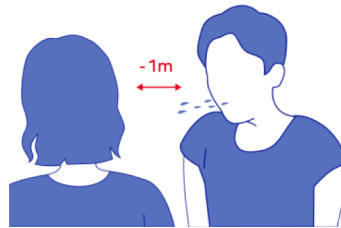


Greet without shaking hands and no hugs

To prevent the spreading of the disease, stay more than 1 meter away from each other.

Avoid gatherings, limit your displacements and contact.

Avoid touching your eyes, nose, mouth.



## When to wear a mask against the Covid-19?

**Wearing a mask is complementary to protective measures.**

**It is compulsory to wear a mask in every confined space on site, in all buildings: halls, passageways, beamlines, workshops, meeting rooms, and any offices in which there is more than one person.**

**Only the mask provided by your employer is authorized on site.**

**Wearing a surgical mask is also mandatory in the company restaurant**, when preparing your meal tray. Apart from the company restaurant, eating in the offices is tolerated, provided you are alone.

**In confined spaces**, taking off your mask is tolerated **very briefly** to hydrate.

**Refer to the instructions** for the use of masks, available on site.



## Work organization

Please note that the specific risk associated with CoViD-19 must be taken into account in addition to the other risks existing at your workplace. The compatibility of the various preventive measures must be checked. **If in doubt, refer to your contact at SOLEIL.**

- **Follow the instructions specific to each beamline, laboratory or workshop.**

- **Wear gloves only if recommended at your workplace** (single use or household). Wash your hands after removing them. Wash gloves if they are reusable.

- For any intervention, **limit the number of people** to what is strictly necessary.

- **Limit the sharing of objects** as much as possible.

- In certain premises (control room, control hatches, etc.) where sharing of equipment (keyboards for example) is inevitable, specific equipment and a protocol for use will be available to you.

- **Reduce contact**, stagger breaks and be alert to **lone worker situations that may result.**



## Cleaning and disinfection of premises and equipment, we are all players ...

**Housekeeping teams clean and disinfect shared areas twice a day** (*door and window handles, elevator buttons, light switches, stair rails, sanitary facilities, control room*)

- **Clean and disinfect shared objects** (*telephone, table, keyboard, vehicle interior ...*) before and after each use (resources available on site)
- **Throw the waste in the containers provided for this purpose** and, on the beamlines, following the instructions of your SOLEIL contact
- **Ventilate** the premises as much as possible.



## Guest house

When you are at the guest house, follow **the instructions displayed**:

- A **floor marking** is set up in **the reception hall** to help you respect the rule of physical distance
- A **direction of circulation** is set up in **the common parts** (corridors to the rooms)
- The two common **relaxation areas** are **out of service**

Only **payments by bank transfer or credit card** will be accepted (no cash or check).

In addition to scrupulous **cleaning** of the premises, a **period of 24 hours** will be observed before the re-rental of a room.