The Hong Kong University of Science and Technology
Health, Safety and Environment Office
香港科技大學
健康、安全及環境處

Entry Procedures for Sea Water Pump House
進入海水泵房的程序

1 Before entering the Sea Water Pump House, the entrant must notify the Duty Controller at Sea Water Pump House and record the details of entry into the "Sea Water Pump House In/Out Record Book" which is kept in the control room.
進入海水泵房前，進入者必需通知海水泵房內的當值控制員和登記有關的資料於控制室內的『海水泵房進入/離開記錄冊』。

2 The entrant should equip or bring along with the appropriate personal protective equipment (PPE), walkie-talkie and lighting unit if necessary.
如有需要，進入者應佩戴或攜帶合適個人防護裝備，對講機及照明裝置。

3 The entrant must inform Sea Water Pump House Controller to turn on the ventilation system and lighting 30 minutes in advance. Leave immediately if the ventilation fan(s) is/are not functioning properly and inform Sea Water Pump House Controller.
進入海水泵房者必須知會海水泵房內的當值控制員，預先 30 分鐘前開啟海水泵房內的抽風系統，正常燈光。若抽氣扇不能正常操作，應立即離開和通知海水泵房內的當值控制員。

4 In case of accident or feeling uncomfortable, the entrant(s) must evacuate from the Sea Water Pump House at once. Seek help from Security Control Centre and inform Sea Water Pump House Controller immediately.
進入者如遇意外或感覺不舒適，應立刻離開海水泵房。立刻向保安控制中心尋求援助和通知海水泵房內的當值控制員。

5 Solo operation in the Sea Water Pump House should be avoided whenever possible. If this cannot be practicably avoided, the responsible department must implement necessary safety measures to monitor and ensure the worker's safety during the operation. Additionally, the responsible department should remain vigilant and attentive to the situation.
不建議在海水泵房內單獨工作。若不能避免單獨工作，負責部門必須實施必要的安全措施，以監控並確保作業人員的安全。此外，負責部門應保持警惕，特別注意有關情況。

6 For inquiry, please contact Sea Water Pump House Controller at ext. 2816.
若有任何疑問，請聯絡 海水泵房內的當值控制員內線 2816 查詢。

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