


СӘТБАЕВ УНИВЕРСИТЕТИ 	NON-PROFIT JOINT STOCK COMPANY “KAZAKH NATIONAL RESEARCH TECHNICAL UNIVERSITY NAMED AFTER K.I. SATBAYEV”	
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INSTRUCTIONS
FOR ENSURING THE SAFETY
OF STUDENTS AT THE KAZAKH NATIONAL RESEARCH
TECHNICAL UNIVERSITY'S FIELD
TRAINING GROUND

I 029-06-06.3.02-2023

PREFACE

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1 General provisions

1.1 This instruction defines the duties of employees of the Operational Activities Center of KazNRTU named after K. I. Satpayev (hereinafter referred to as the Data Center) to ensure the safety of students and monitor compliance with students' compliance with the Rules of Conduct and internal daily routine at the field training ground (hereinafter referred to as the training ground).

1.2 To ensure order and safety at the landfill, the following persons are assigned: the most trained and experienced data center employees.

1.3 During their stay at the landfill, the data center employee is in operational interaction with the landfill manager, local law enforcement agencies and performs their work within the framework of these Instructions, the job descriptions of the data center inspector and the Regulations on the Data center of the K.I.Satpayev KazNRTU.

2 Responsibilities of a data center employee

2.1 On the way to the training ground and parking places (stops) monitor students' compliance with public order and generally accepted rules of conduct. Do not allow students to leave the places where vehicles stop for more than 50-70 meters. Do not allow the movement of vehicles without checking the list of students.

Monitor the driver's compliance with traffic rules (compliance with the established speed limit, attention when crossing settlements, the appearance of livestock on the roadway, etc.).

2.2 Upon arrival at the landfill, examine the landfill facilities and the surrounding area, territory and local area access roads, cesspools, sewer wells, places where power lines pass, etc. its, sewer wells, places where power lines pass through, etc.), the state of the lighting system, fencing structures, identification and warning signs. If necessary, take measures to additionally protect the landfill from the penetration of unauthorized persons and pets. When going around the territory and premises (tents), pay attention to the presence of rodents, venomous snakes and insects, if they are found, inform those present and together with the landfill manager take the necessary measures to eliminate the risks.

2.3 Upon arrival at the landfill, ensure contact and interaction with the territorial bodies of the Ministry of Internal Affairs, Emergency Situations on issues of prevention and prevention of offenses and ensuring fire safety. Along the perimeter of the polygon, in prominent places, install signs – "**Dalalyk oku polygons. Богде адамдарды кируге тыйым салынады! Field training ground. Unauthorized access is prohibited!**".

2.4 Report daily (at 08: 00, 14: 00 and 23: 00) data center management about the situation at the landfill.

2.5 In the event of an emergency or situation(hereinafter referred to as an emergency or an emergency), a gross violation by students of the rules of the internal daily routine at the training ground of KazNITU. If any unauthorized persons enter

the territory of the landfill, immediately inform the management of the data center, persons responsible for the landfill, the territorial bodies of the Ministry of Internal Affairs and take the necessary measures aimed at ensuring the safety of participants in the departure. Draw up reports in all these situations.

2.6 In the event of a fire at the landfill or adjacent territory, immediately inform the territorial emergency departments (inform them what is burning, the scale of the fire, etc.) and take measures to extinguish the fire primary services and handymen by other means fire extinguishing equipment (fire extinguisher, bucket, water, blanket, etc.). Ensure the meeting of the fire brigade, its access to the fire source, and the safety of the landfill property.

2.7 When on duty at the landfill, perform a tour of the landfill territory and visual inspection of the territory adjacent to the landfill every 2 hours.

2.8 Observe labor discipline, safety and labor protection rules, fire safety and industrial sanitation, and require compliance with these rules from students and employees of the landfill.

2.9 Do not allow the use of alcoholic beverages and narcotic drugs. students 'and employees' funds.

2.10 Perform job descriptions and other duties in good faith. regulatory documents that regulate the order of duty.

2.11 Allow relatives and acquaintances of students and employees, as well as representatives of law enforcement agencies, akimat, emergency situations to enter the landfill only after agreement with the head of the landfill.

A data center employee is strictly prohibited from:

- taking up duty while under the influence of alcohol, drugs, or alcohol other intoxication, use alcoholic beverages or narcotic substances;

- smoke in non-designated places, gamble, read books, newspapers and magazines, play game apps on your mobile phone, and communicate off-duty via social networks;

- leave the territory of the landfill without an emergency. Leaving the landfill site is allowed only in agreement with the data center management and the landfill manager;

- enter into off-duty relationships and contacts with the teaching staff, employees, students and other persons, as well as take any items for storage;

- to allow unauthorized persons to enter the territory of the landfill, to accept relatives and friends;

- indirectly or directly accept or transfergifts of various contents and other items from employees, teaching staff, students and visitors, or demand them from any persons;

- sleep while on duty.

3 Procedure for providing first aid.

First aid is a set of urgent measures for accidents cases of poisoning or sudden illnesses. When providing first aid, first of all, pay attention to the general condition of the victim, find out the cause of his violation and take measures to eliminate them.

After that, you need to provide special assistance depending on the nature of the injury or disease: get vaccinated if injured, put a tire in case of a fracture, etc., prepare the victim for transportation depending on his condition.

In some cases, you should not try to transport the patient or victim as quickly as possible, but they need to be helped at the scene of the accident: in case of mechanical impact (wounds, bruises, fractures; temperature (sun, heat shocks, burns, frostbite); chemical (burns, poisoning), as well as when exposed to electric current (electric trauma, lightning strike).

First aid for emergencies:

Fainting- sudden acute anemia head office the brain, manifested by a short-term loss of consciousness. Causes: fear, overwork, strong emotional excitement, overheating, etc.

Signs: dizziness, dark eyes, ringing and tinnitus. Nausea, loss of consciousness, paleness of the face, perspiration on the forehead. Slow breathing. Fainting quickly passes after giving a horizontal position and inhaling ammonia.

First aid: put the victim in a horizontal position with his head down, lift his legs, loosen his clothes, spray his face with cold water, let him inhale ammonia on cotton wool. After fainting, give strong tea or coffee.

Collapse - acute vasodilation with a drop in blood pressure due to a violation of the regulation of vascular tone or a sudden decrease in the mass of circulating blood.

Causes: large blood loss due to external and internal bleeding, heart muscle infarction, infectious diseases accompanied by profuse diarrhea, sharp pain irritation.

Signs: the victim's condition is usually severe and life - threatening. Sudden, sharp weakness, quickening and weakening of the pulse, reduced blood pressure, pallor, excessive sweating, blue lips, nails. Consciousness is usually preserved.

First aid: stop external bleeding, if any, put the victim on his back, give strong tea, lift his legs and arms, give a jet of fresh air. Call an ambulance immediately.

Traumatic shock is a serious condition of the victim with a violation of all body functions, especially the central nervous system that occurs after an injury. Shock develops as a result of excessive pain irritations, bruises, wounds, especially with broken bones, injuries to the chest and abdominal cavities, and burns.

Signs: the victim is initially agitated, the skin is pale, the pulse is rapid, rapid deep breathing, then the excitement is replaced by a complete loss of strength. The victim stops complaining of pain, is motionless, indifferent, answers some questions

in a whisper, pulse is rapid, weak. Breathing is rapid, shallow, the limbs are cold, the body is covered with sticky sweat, and death may occur quickly.

Shock prevention: providing the victim with rest, stopping bleeding, reducing pain in the area of injury, careful application of bandages, splinting of damaged limbs, caution during transportation, warmth.

First aid: if the abdominal cavity is not damaged - give hot strong tea, coffee, wine. Saline-alkaline drink (1 teaspoon of baking soda and half a spoonful of salt per liter of water).

Immediately call an ambulance, if possible – careful transportation to a medical facility after dressing wounds, stopping external bleeding and splinting fractures.

Terminal state - pre-diagonal state, agony and clinical death.

Signs: pre-diagonal state - breathing is disturbed, the pulse is not it is palpable, the limbs are cyanotic, the condition is inhibited.

- agony - consciousness disappears, breathing is rare, convulsive, pulse on the arm not defined.

- clinical death - wide pupils, no external signs of life, cessation of breathing and heartbeat, after 4-8 minutes biological death occurs.

First aid: the main task - to keep the patient alive until the ambulance arrives - is indirect heart massage, artificial respiration by mouth - to-mouth or mouth-to-nose.

Drowning - a type of mechanical asphyxia (suffocation) as a result of ingress of water into the respiratory tract.

Signs: the victim's skin is pale or blue. People with pale skin don't have fluid in their airways or lungs. In people with blue skin, a large amount of water is released from the mouth and nose, sometimes in the form of a foamy liquid.

First aid: a person who has been taken out of the water, swallowed it, but has not lost consciousness, may vomit and faint, if there was no vomiting, it is desirable to cause it (irritation of the back wall of the tongue and throat).

If you lose consciousness, as soon as possible to clear the mouth of sand and mucus, remove fluid from the respiratory tract, and stomach (the victim's stomach is placed on his knee and pressed on his back). Then do an indirect heart massage and artificial respiration by mouth - to-mouth or mouth-to-nose.

Take measures to keep warm (remove wet clothes, cover with hot water bottles, wrapping up). It is possible to revive (pale) drowned people even after a long period of time. stay under water (10 minutes, sometimes more).

Bruises - damage to soft tissues and blood vessels without breaking the integrity body coverings (tissue hemorrhages, bruising).

Signs: pain, the appearance of a "bruise" (hemorrhage), with severe multiple bruises may cause shock.

First aid:

- for severe bruises-give strong tea or coffee, create peace, cover with ice, take the victim to the hospital.

-for light bruises-apply cold (ice, snow, wet cloth), create peace.

Massage after a bruise can not be used. Head, chest, and abdominal injuries they may be accompanied by damage to internal organs.

Wounds - mechanical violations of the integrity of the body cover of a living organism (skin, mucous membranes). Wounds can be superficial or deep. By type and nature, they are distinguished: lacerated, cut, chopped, stab, bruised, bitten, gunshot wounds. Each type of wound has its own properties.

Signs: any wound is accompanied by pain, may gape and to bleed.

First aid: stopping the bleeding, protecting the wound from germs, applying a bandage. Reducing pain when injured, creating a calm and comfortable position of the injured part of the body. After applying the bandage, the patient should be sent to the hospital for surgical treatment of the wound.

Head injuries - concussion, bruising, and compression of the brain, fractures of the skull bones, bruises and head injuries.

Signs: the presence of traces of trauma on the head, often loss of consciousness, vomiting, lethargy of the patient, confused consciousness, lack of memory about what happened.

First aid: lay the victim down, apply cold to the head, make sure that no inhalation of vomit occurs (turn the head to the side when vomiting). You can not try to lift the victim, brake, in a serious condition, strict rest, call an ambulance.

Chest injuries - rib fractures, chest injuries cells.

Signs: inability to take a deep breath due to pain. With multiple fractures, the victim is restless, breathing is shallow, rapid, there is flatness of the lips, sharp pain with each inhale and exhale.

First aid: transport the victim in a semi-sitting position on a stretcher with his head and torso raised). In case of a chest wound, especially with an open pneumothorax, it is necessary to immediately cover the wound with a bandage and a torn rubber glove (to stop the flow of air into the pleural cavity). Apply a bandage.

Damage to the abdominal organs - rupture of the liver, spleen, intestines, kidneys, and bladder.

Signs:

- pain more often in the right hypochondrium,
- with kidney damage-lower back pain, blood in the urine,
- with a ruptured bladder-pain in the lower abdomen, urinary retention. B, urge to urinate.

First aid-do not allow to drink, eat or take medication by mouth, before delivery to the hospital and during transportation, it is necessary to create complete rest for the victim, he should lie on his back with a bundle in the popliteal region and with an ice bubble on his stomach. In case of injury, it is necessary to apply a bandage, lubricate the skin around with iodine tincture. You can't reset the missing organs. Urgent delivery of the victim to a medical facility.

Fractures are violations of the integrity of bones. If the skin and mucous membrane are not damaged, the fracture is considered closed. When the integrity of the skin is violated, a wound surface is formed, which complicates the course of the fracture.

Signs - sharp pain, inability to use the limb, change in its shape, abnormal mobility at the site of injury.

First aid is to apply a splint bandage.

1. In the absence of improvised materials - the injured leg tie it to the healthy one, and the hands to the torso.

2. When applying the tire, ensure that it remains stationary for at least 2 seconds. joints, above and below the fracture.

3. In case of a spinal fracture or if a fracture is suspected, it is necessary to prevent spinal flexion, transport it in a position on the stomach, with a roller of clothing placed under the chest

4. In case of a pelvic fracture, transport the victim only in a supine position, it is better to bend the legs at the elbows, put rollers under the knees , and turn them slightly to the sides (the "frog" position).

5. For hip fractures, apply two splints, one on the inner surface from the groin to the end of the foot, and the other on the outer surface, from the axillary area to the foot.

Joint damage - sprained and torn ligaments, hemorrhage in the joint cavities. With more severe damage, dislocation occurs.

First aid: provide rest, give the injured joint an elevated position, bandage it tightly, put an ice pack on top of the bandage, send it to the hospital. In case of dislocation, no attempt should be made to correct the dislocation, and the injured person should be taken to the hospital as soon as possible. If an open dislocation occurs, apply a bandage.

Burns-are formed when the body is exposed to flames, incandescent solids, steam, hot liquids, and sun rays. Burns with strong acids, alkalis, iodine, iodoform and other chemicals are possible. First aid: for small burns, it is necessary to place the burned area under cold water for 15 minutes, for burns of II and III degrees , a bandage is applied to the burn surface. The burned person is given to drink hot tea or coffee, or water with the addition of 1 teaspoon of soda and 1 liter of water. For burns of II and III degrees, the area of which exceeds 5% of the body (approximately 1%is the area of the palm)- transportation to the hospital. Extensive burns are accompanied by a state of shock.

Poisoning with toxic substances is a disorder of the vital activity of the body that has occurred as a result of ingestion of a poison or toxin, as well as the action that caused such a disease. A similar concept is intoxication.

Signs: impaired consciousness, respiration, and cardiac activity. The outcome of poisoning depends on the properties of the toxic substance, the amount of poison that has entered the body, its concentration and the time the poison stays in the body.

First aid: call an ambulance. Remove the poison from the body by vomiting, give 304 glasses of warm water to drink, and then induce vomiting again.

If the poison has entered the intestines, i.e. after poisoning more than 1 hour has passed, it is necessary to give a laxative (2 tablespoons of laxative salt per 1 glass of water).

Of great importance in all cases of poisoning is the intake of 1 tablespoon of powdered activated carbon. To stimulate breathing, give ammonia to inhale. In the complete absence of a pulse and unconsciousness, perform an indirect heart massage.

Food poisoning-signs of food poisoning appear a few hours after eating mushrooms and from 12 hours to 2 days after eating stale food.

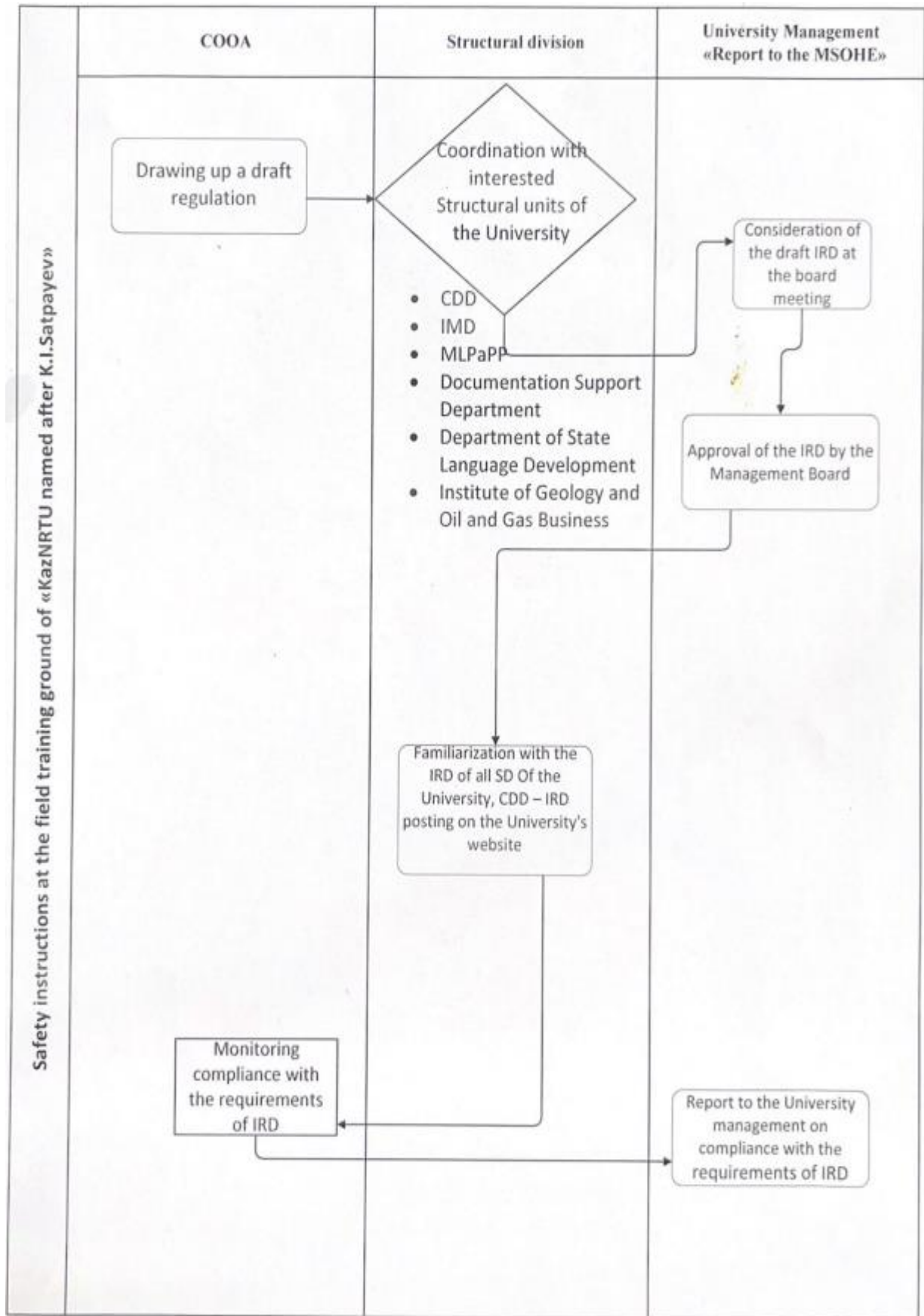
Symptoms: nausea, vomiting, weakness, drowsiness, sometimes delirium, convulsions, respiratory disorders/ weakening of heart activity, visual impairment.

First aid: make a gastric lavage, give a plentiful drink, laxative. Call an ambulance immediately. If possible, vomit should be left for research in cases of poisoning with unknown poisons or food poisoning.

Snake and venomous insect bites First aid: squeeze the skin into a crease between two fingers.

bitten wound, squeezing out blood within 8-210 minutes after the bite (the venom is quickly absorbed). Cauterization of wounds, tourniquet application is not recommended.

The damaged surface is splinted, and a sterile dressing is applied to the wound. Strong tea or coffee is given inside. The victim is sent to the hospital for administration of anti-snake serum and treatment.



REGISTRATION SHEET ON CHANGES

Serial number of the change	Section, item of the document	Type of the change (to replace, cancel, add)	Notification number and date	The change was made	
				Date	Surname and initials, signature, position