

Welcome to RDC104

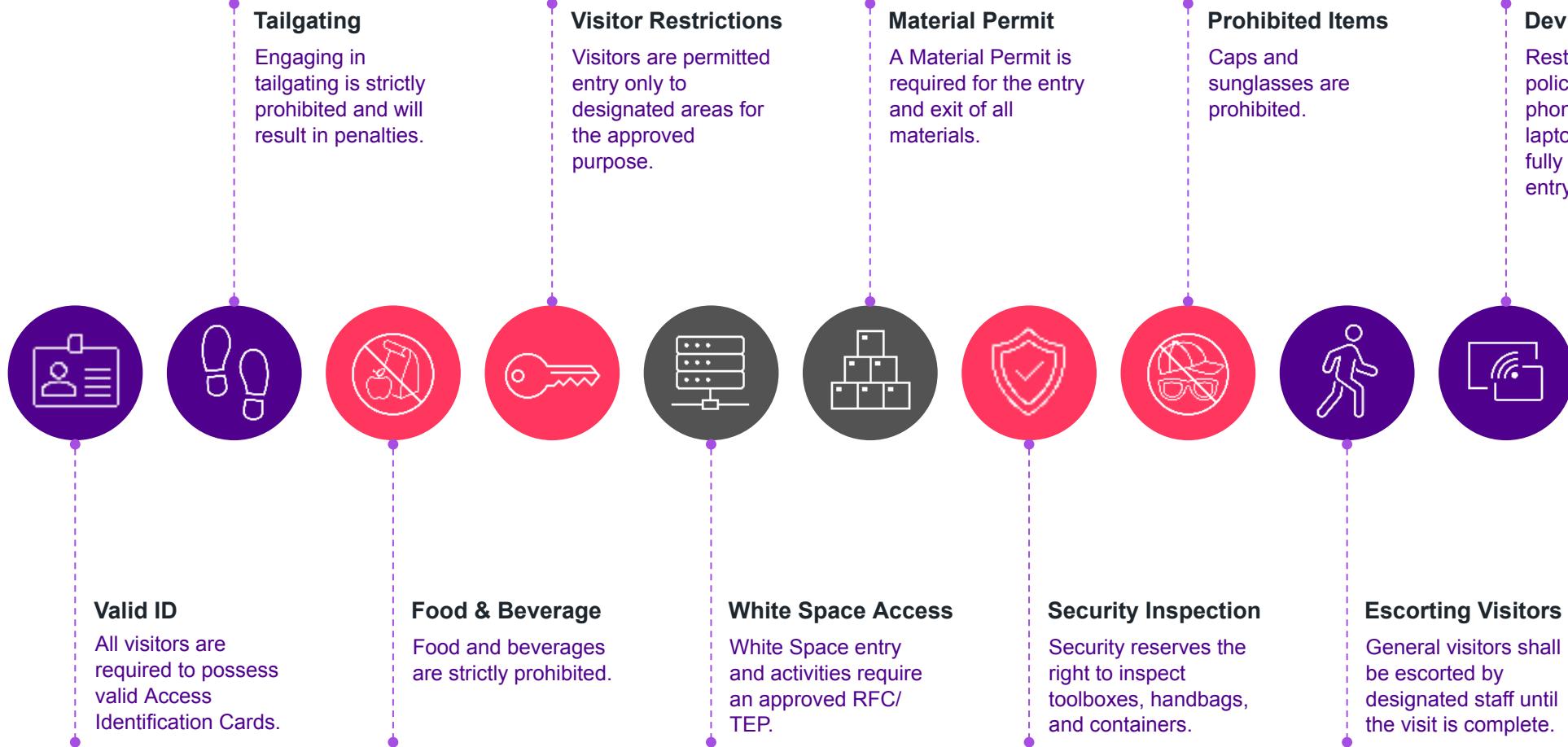
center3 Data Center Safety Induction

DC Governance & Security



 center3

Access Guidelines



Work Instructions

Tool Usage

Only recommended hand tools and calibrated special tools shall be always used.



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Adherence to Instructions

All personnel must adhere to posted safety signage at all times.

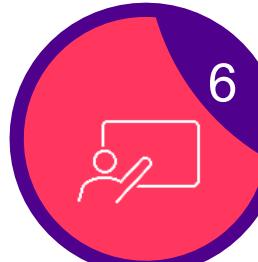


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Incident & Safety Reporting

Report any incidents, unsafe acts, or irregular activities directly to the Data Center Duty Manager.



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Emergency Response Procedure

In the event of an emergency alarm, cease all work immediately and proceed to the designated assembly point.

Raised Floor Guidelines

Raised floor work is permitted only with approved SOPs and MOPs.

PPE Compliance

All personnel must adhere to PPE regulations at all times.

Safety Work Permit

Adherence to safety work permits is mandatory; all completed work must be reported with detailed observations.

Prohibitions



Flammable liquid and combustible material



Leaving trash or loose cables



Tampering with fire suppression system



Installing wireless connection device



Keeping the door open



Food, Drink, and smoking



Leaving boxes or unused items inside cabinet



Using break glass release without an emergency



Tampering with CCTV



Theft or taking out hardware



Taking of photos or video filming



Charging devices using cabinet PDU



Activating fire alarm without an emergency



Drilling, cutting, and welding



Standing on cabinet



Wire splicing



Storage devices



Tampering with temperature



Tampering with Monitoring devices

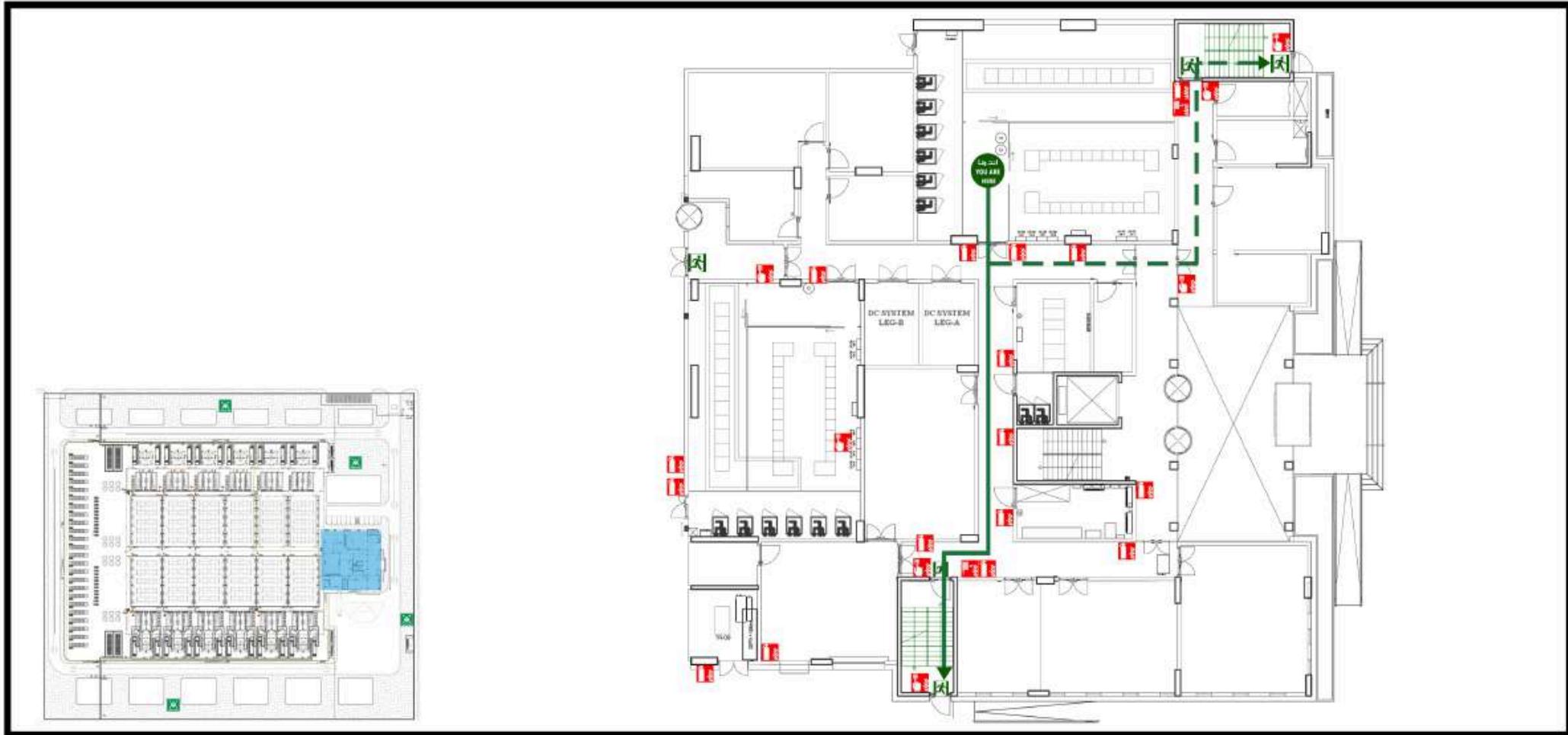


Tampering with electric power sources



Opening emergency doors without an emergency

Emergency Evacuation plan – RDC104



FIRE ACTION(IF YOU DISCOVER A FIRE)

- PRESS THE NEAREST GLASS BREAKER
- IMMEDIATELY LEAVE THE BUILDING BY THE NEAREST EMERGENCY EXIT
- REPORT TO NEAREST OUTDOOR ASSEMBLY POINT
- DON'T STOP TO COLLECT PERSONAL BELONGINGS
- DON'T USE LIFTS, USE EXIT STAIR

في حالة وجود حريق

- اضغط على زر زجاجي
- ترك المبنى عن طريق أقرب مخرج طوارئ
- توجه إلى أقرب نقطة تجمع خارجية
- لا تتوقف لجمع أغراضك الشخصية
- لا تستعمل المصاعد، بل استخدم سلم الهروب

center3 Emergency Contact details

Sites Contacts		RDC104			
Name	Role	Sites	Phone	Email	
Center3 Data Center Management					
1	Mohammed Alnajashi	DC Technical Operations Director	All DCs	0590005249	malnajashi@center3.com
2	Abdullah Alobaïd	DC Environment Manager	All DCs	0506105231	abaobaid@center3.com
3	Ahmed Alghabban	DC Facility Manager	All DCs	0554552420	akalghabban@center3.com
Site Contact					
4	WS Operations RDC104	Functional Group	RDC104	0553981438	rdc104@center3.com
5	Mohammed Alabdullatif	Senior DC Facility Engineer	RDC104	0500806207	malabdullatif@center3.com
center3 Safety and Security Department					
6	Fahad Alqablan	Quality Assurance and Governance Director	All DCs	0550747675	ftalqablan@center3.com
7	Ahmad Almohanna	DC Security and Safety Manager	All DCs	0544902222	amalmohanna@center3.c
8	Faisal Alquraini	DC Security and Safety Specialist	Central & Western DCs	0500244911	Falquraini@center3.com

Acknowledgement and Non-Disclosure Statement

I hereby acknowledge that I fully understand the data center Restriction and Prohibition Policy and recognize that I will be held liable and penalized for any policy violation.

Further, I agree that I am obliged **not to disclose through writing or photo any confidential information such as computer systems, proprietary information, and other sensitive information related to center3 data center.**

I, therefore, acknowledge, agree and pledge to adhere to the above statement.

Thank you!

شكراً..

