

Fire Safety Regulations of FH Upper Austria Headquarters | Hagenberg Campus | Linz Campus | Steyr Campus | Wels Campus

Introduction

- 📄 The following fire protection regulations provide important information on how to behave to ensure safe operation, to avoid endangering health and property and to reduce serious damage caused by fires as well as the behaviour in the event of a fire itself.
- 📄 These fire protection regulations apply to all premises used by the respective faculty. For laboratories with special hazards, separate laboratory regulations must be drawn up and instructions given.
- 📄 Once a year, all persons must be informed about possible fire hazards and their behaviour in the event of a fire. The implementation of this instruction is the responsibility of the Dean's Office.

Responsibility

- 📄 The arrangement of fire protection and safety measures is the responsibility of the persons named in the fire alarm plan. If necessary, the instructions of the fire protection personnel must be followed immediately. All perceptions of deficiencies in the field of fire safety must be reported to them immediately.
- 📄 The fire safety officers are responsible for monitoring and complying with the fire safety measures prescribed by the authorities and the provisions of the fire safety regulations.

General behaviour

- 📄 Order and cleanliness are important prerequisites for preventive fire protection.
- 📄 Combustible waste, e.g. planing chips, sawdust, wood dust, metal dust, cleaning cloths soaked in oil and lacquer, light metal chips etc. must be stored in a fireproof manner. Such waste must be stored in non-flammable containers with self-closing lids.
- 📄 It is forbidden to store combustible material in inadmissible quantities (observe maximum permitted storage quantity!) or in inadmissible places (staircases, corridors and other traffic routes, attics, near fireplaces, in garages, etc.). Compressed gas containers of all types must be stored and set up in a cool, stable place so that they can be easily salvaged in the event of danger.
- 📄 Objects and vehicles may only be parked in the building and on the campus grounds in such a way that traffic and escape routes as well as the access of emergency vehicles are not obstructed.
- 📄 Escape stairways, corridors and other traffic routes must be kept clear of storage of all kinds and in their full width. Doors and emergency exits leading into the open must be unobstructed.

- 🔒 Fire doors must be kept closed at all times and must not be adjusted under any circumstances.
- 🔒 The use of open flame and fire is prohibited throughout the property. Smoking is prohibited in all premises used by the Upper Austrian University of Applied Sciences (except designated smoking areas).
- 🔒 Fire alarm and fire-fighting equipment as well as information signs and boards must not be moved, removed, damaged or used improperly. Smoke/exhaust gas ventilation equipment must be permanently accessible.
- 🔒 Any unauthorized handling of electrical equipment is prohibited. These must be kept in a safe operating condition. Modifications and repairs may only be carried out by authorized specialist personnel. Damage and malfunctions to electrical installations (e.g. media controls in the lecture rooms) must be reported immediately.
- 🔒 Work involving the use of an open flame as well as grinding, welding, chiseling and abrasive cutting may only be carried out by an authorized person with prior approval (hot work permit). This does not apply to workshops and laboratories provided and equipped for this purpose.
- 🔒 Electric cookers and heaters with open heating wires are prohibited. Exempt from this are approved appliances in the laboratories for their intended use.
- 🔒 Fireplaces, heating, cooking and heating equipment may only be set up and put into operation with the approval of the Dean and in accordance with the instructions of the fire protection officer. Excluded from this is operation in/on explicitly provided facilities, the installation of which has been carried out by licensed companies when these appliances are used as intended. They must be properly maintained and operated.
- 🔒 For communication devices, such as mobile phones, laptops, tablets, a blanket exception is hereby granted. This blanket exception does not apply to devices where problems are known to occur (e.g. Samsung Galaxy ...7). The FHOÖ reserves the right to impose restrictions in individual cases.
- 🔒 The operation of equipment from laboratory areas is generally not permitted outside the laboratories. If, due to the nature of teaching or other events, it should be necessary to operate these devices outside the laboratory, the Dean may, with the involvement of the Fire Protection Officer and subject to any necessary safety requirements, approve exceptions, whereby this exception can also be granted as a general rule according to type or category for devices that are safe in terms of fire protection and safety.
- 🔒 The closing area of fire protection closures must be kept free of objects of all kinds. The self-closing devices must not be blocked or rendered inoperative.
- 🔒 Fire extinguishers and extinguishing agents must not be obstructed, obscured from view (e.g. by clothing hung over them) or improperly removed from the prescribed installation locations or used for a purpose other than that intended.
- 🔒 At the end of the working day, all work, office and laboratory rooms must be tidied up, combustible waste removed and electrical equipment switched off as far as possible. Valves of gas installations which are not in operation must be closed.

- ❏ Information boards installed in the premises which refer to the correct behaviour in accordance with the above provisions must be strictly observed, must not be obscured from view and must not be damaged or removed.
- ❏ Furnishings and decorative items must at a minimum consist of flame-retardant (BI), low-fuming (QI) and non-dripping (Tr1) materials in accordance with ÖNORM B 3 800 and B 3 820. Exceptions are minor decorations.
- ❏ The written approval of the Dean is required for every event that deviates from the normal teaching activities. This and the approval for demonstration projects used for this purpose can be issued as a general allowance according to type or category and in consultation with the fire protection/safety personnel, provided that the safety risk is not increased in a manner comparable to regular operation.
- ❏ The person responsible for the events must ensure that affected persons - especially external persons - are removed from the danger area in an orderly manner.
- ❏ The Upper Austrian Event Safety Act applies.

Behaviour in case of fire

see document Verhalten_im_Brandfall.pdf