

# Fire protection regulations

## OÖ. Heimbauverein Wels Georg Oberhaidinger Haus



The following fire safety regulations give the home staff and to our residents important tips on how to behave:

- To ensure the safe operation of the home
- To prevent risks to health and property
- Preventing damage from fire
- Behaviour in case of fire

The following provisions must be observed.

It is expressly pointed out that non-compliance with this fire protection regulations can also result in criminal consequences.

## Responsibility and authority

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All fire protection instructions of these persons (home management, fire safety officers, management) must be followed. Such persons must be informed of all perceptions of safety deficiencies in the field of fire safety.

These persons are responsible for monitoring compliance with officially prescribed fire protection measures as well as the provisions of the fire protection regulations.

Every resident and employee of the OÖ Heimbauverein has to take note of these fire protection regulations and comply with them.

### Management

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### Home management

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### Fire safety officers:

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## General fire prevention measures

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Maintaining order and cleanliness in the building is a fundamental requirement for fire and accident prevention.

There is a strict ban on smoking indoors in our houses.

The following prohibitions must be observed:

- ❖ Any kind of cigarettes, e-cigarettes or hookahs
- ❖ Incense sticks, candle smoke and something similar
- ❖ Setting up a grill on the home premises / terrace balconies
- ❖ Use of open light and fire (candles ...)

E-scooters or other battery-powered vehicles, or their batteries, may not be taken into the rooms or charged there. (Risk of overheating and fire).

It is not permitted to park and store bicycles / Scooters of any kind in the accommodation units, rooms, corridors and common areas. Bicycles may only be parked in designated areas (bicycle storage, parking space racks outdoor).

Charging of all kinds of electrical devices (mobile phones, laptops, tablets ...) is only allowed in personal presence and up to 10 pm. **(Fire risk due to battery overheating!)**

When leaving the room, the chargers must be disconnected from the power supply (= unplugged). Distribution boxes are not allowed.

The use of your own cooking equipment is forbidden. Only electrical appliance set up by the OÖ Heimbauverein may be used in the common rooms. Defective devices must be reported immediately.

The installation of heating, air conditioning and high-energy appliances is prohibited.

It is not allowed to park items (car tyres, cooking utensils, garbage ...) on the terraces / balconies. All terraces / balconies are to be kept clean. Only safety ashtrays are to be used for smoking.

No flammable objects shall be placed next to the heating appliances. Keep radiators free of objects. Electrical installations must be properly operated and maintained. Flammable and decorative materials must not come into direct contact with lighting fixtures.

Changes and repairs may only be made by authorized persons. The production of temporary installations is prohibited.

The storage of objects along escape routes, corridors and other traffic routes etc. is forbidden. Escape routes must be kept clear in their full width and must not be obstructed. (shoes, boxes ...)

Extinguishing equipment must not be moved, hidden from view or used inappropriately.

Vehicles may only be parked on the premises of the home with the permission of the home management and only in such a way that traffic and escape routes as well as the access of emergency vehicles are not obstructed.

Exit and emergency doors must not be locked, operated or always open from the inside. Automatic self-closing devices shall not be blocked or disabled. Non-automatic fire doors shall be kept closed at all times. (communal kitchen doors GOH2, emergency exit doors GOH2)

All residents and employees have to familiarize themselves with the escape routes.

Fire detectors shall not be covered or removed.

Fire work (welding, cutting, soldering ...) may only be carried out in agreement with the home management and in compliance with special safety precautions.

Electrical appliances must be switched off after working. (Washing machine, dryer, kitchen utensils...)

## What to do in case of fire

The general rule is: **KEEP CALM**

### MAKE AN EMERGENCY CALL

push button alarms



### TO SAFE SOMEBODY

Provide assistance to those at risk / observe escape instructions / leave the building

### PUT OUT THE FIRE

Use fire-fighting equipment / Instruct fire brigade / **no self-risk**

## Call out

If a fire is discovered, the fire brigade must immediately – regardless of the extent of the fire and without waiting for the success of its own extinguishing attempts. But already in case of smoke or the smell of fire – alert the fire brigade to the **next push-button alarm**.

The fire brigade should also be informed by telephone via **emergency number 122**.

Specify:

- **WHO** speaks?
- **WHAT** happened?
- **WHAT** are the circumstances (injured)?
- **WHERE** is the danger (OÖ. Heimbauverein, Studentenheim, Obermüllnerstrasse 11, Wels)
- **WAITING** for questions (deployment site ends the call)



**Do not use the elevator in the event of a fire.**

**Follow the instructions of the emergency services.**

### Emergency numbers

|                       |     |
|-----------------------|-----|
| Euro-emergency number | 112 |
| Fire department       | 122 |
| Police                | 133 |

## Rescue and escape

After the alarm has been raised, it must be investigated whether people are in danger. In any case, rescuing people has priority over firefighting. Persons must be warned. Wrap people with burning clothes in blankets, coats or cloths, place them on the floor and smother flames. **DO NOT ALLOW TO RUN AWAY**

If people are trapped in the room, open windows (smash them if necessary) and make them known to the emergency services by shouting, mobile phones, switching on lights. Seal door slots against smoke gases with wet cloths or similar. Waiting for rescue operations by the fire brigade.

- Leave the building via the marked emergency exits
- Close all doors behind you, but do not lock them
- Do not use elevators in case of fire
- Arrive at the assembly point
- Keep fire brigade access clear



## Fire extinguishing

In the first minutes of a fire, a fire can be successfully fought with relatively little effort and few resources. This is therefore also the best time to use the fire extinguisher or the fire blanket to start fighting the fire.

Each fire extinguisher / Blanket shall have a short instructions, these should be absolutely take note

Always hold the fire blanket in front of the body as a protective shield and then carefully smother the source of the fire or flames.

Each kitchen is equipped with a fire blanket.

It is important to check carefully when removing the slab, whether the fire has been extinguished or, in the event of re-ignation the source of the fire is covered again..

If the fire-fighting effect cannot be achieved by the existing appliances due to the excessive smoke emission or the extent of the fire, fire-fighting shall be stopped.

Leave the room, close the room doors and windwos behind you and wait for the fire brigade to arrive. Go to the assembly point.



## General fire protection systems

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The house is equipped with an automatic fire alarm system. The alarm automatically goes on to the fire department.

### Push-button detectors



Push-button detectors (red box with white background and black button) are installed at exits and emergency exits as well as at entrances to the stairs. These detectors trigger the fire alarm. When the alarm is activated, the siren is activated and the fire brigade is alerted. Every resident is obliged to activate the alarm if a fire is detected and inform the attendants.

In addition, an emergency call should always be made via the telephone number 122.

### Automatic fire alarm system



The installers detectors trigger fire alarms if there is a certain emission of smoke or steam or a certain temperature. In order to avoid false alarms, general fire prevention measures must be observed.

- ✓ An incorrect triggering must be paid for by the person who caused the accident (resident), depending on the regulations.
- ✓ It is generally prohibited to make changes to the fire detectors (taking, unscrewing, covering...) as the interrupts the chain of alarm. Failure to comply with this requirement may result in civil and / or criminal consequences. A termination of the contract by the OÖ Heimauberin is possible.

### Smoke detektor



You can find it in the section:

**Old building:** staircase 7th floor as well as on the ground floor near the door to the administration and directly next to the fire alarm control panel.

**New building:** along the escape route on the 4th floor and on the ground floor.

The smoke detector in the staircases are activated by pushing in and then pressing the push-button.

## Evacuation or evacuation alarm

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The alarm systems in the school dormitory (GOH1) and the student dormitory (GOH2) operate independently of each other. Only the building in which the alarm sounds needs to be evacuated.

Evacuation drills are held regularly to practice the procedure;  
in the school dormitory 4 times a year (GOH1), in the student dormitory 2 times a year (GOH2).

In the underground car park, when an automatic alarm is triggered, a signal sounds for around 20 seconds. However, unlike alarms in the building, this is only forwarded to the fire department if more than one fire alarm is triggered.

### The following should be noted:

- ✓ Stay calm!  
Avoid panic-promoting exclamations and actions if possible
- ✓ Any non-residents present must be informed of the exits and emergency exits and asked to leave the building.
- ✓ Make sure that the immediate room neighbours also leave the building.
- ✓ All residents must leave their location and must go to the assembly point.
  
- ✓ Expect and instruct emergency services at the entrance.
- ✓ Inform emergency services of the situation when they arrive (missing persons).

#### Home for pupils / OLD BUILDING



#### Studentenheim / NEUBAU



**The assembly point may not be left without the consent of the operational command.**