

## **SAFETY INSTRUCTIONS**

For staff members, students, and visitors of Chemnitz University of Technology,  
as well as companies working for Chemnitz University of Technology

**Safety instructions are to be announced and put on record by persons in charge of every department as well as by notice, regularly before work starts!**

<b>EMERGENCY CALL (direct call)</b>		
<b>FIRE DEPARTMENT/ AMBULANCE</b>		<b>112</b>
<b>POLICE</b>	<b>110</b>	
<b>UNIVERSITY EMERGENCY NUMBER / SECURITY GUARD</b>	<b>44111</b>	
<b>DAMAGE EMERGENCY (Mo-Fri/ 7am-8pm)</b>	<b>44112</b>	

### **WHAT TO DO IN CASE OF AN ALARM**

- If the alarm signal goes off (continuous tone):

**Leave the building and go to the specific assembly point!**

Permission to return to the working area is given by an official of the University Construction Department when the alarm is over.

### **WHAT TO DO IN CASE OF A FIRE**

If a fire breaks out, please note:

- Help people who are in danger
- Report the fire: sound the fire alarm/call the fire department number 112 and university security 44111
- Switch off electricity in case the Electricity Centre is affected
- Give first aid and try to put out the fire until emergency services arrive (fire department, doctor)
- Close doors and windows and keep emergency exits clear
- In case of immediate danger: Leave the danger area, help disabled people, do not use elevators, and go to assembly point

### **WHAT TO DO IN CASE OF AN ACCIDENT**

The responsibility of the injured person or another person within reach is to:

- Make sure assistance is given by a first aider and/or a doctor (emergency call if necessary)
- Inform the superior of the injured person (i.e. give a report of the accident)

### **WHAT TO DO IN CASE OF A BOMB THREAT**

After receiving a bomb threat:

- Provide information to the Department of Civil Engineering and Technology using the internal phone HA 12500 or call the university emergency number 44112
- If the bomb threat occurs outside office hours, call the university security number 44111
- If the building is evacuated, act according to the instruction of "In case of an alarm"
- Other assembly points may be announced depending on the situation

**If there is a direct threat or endangerment to people, alert the police immediately via the emergency number 110!**

## **WHAT TO DO IN CASE OF DAMAGE AND OTHER DANGERS**

After assessing the danger:

- Secure the danger and damage area
- Call damage emergency number 44112 or university security 44111 if danger occurs outside office hours

## **IMPORTANT GENERAL REMARKS**

- All safety instructions must be observed. This includes fire protection regulations, relevant circulars and regulations, operating instructions, prohibition, warning, imperative or emergency signs, and all other safety notices. The information is to be announced by the supervisors and organizers of an event
- Each person is responsible to find out about the nearest fire extinguishers, alarm installations, escape routes and emergency exits as well as rescue equipment, including their handling
- Emergency exits, escape and rescue routes must not be blocked or restricted. Fire department access roads must be kept clear under all circumstances
- It is prohibited to block fireproof doors with wedges or any other object!
- Before starting any activity that may lead to an air alteration due to gas, vapours, dust, smoke, mist, aerosols or heat in rooms with self-triggering fire alarms, you need the consent of the University Construction Department
- Smoking is generally prohibited in any building of Chemnitz University of Technology! Smoking is only permitted in designated smoking areas
- Areas with restricted access can only be entered by special permission from a person in charge and after receiving special instructions
- Road traffic regulations apply to driving and parking vehicles on the premises of Chemnitz University of Technology. When parking beneath windows, park vehicles with the front side facing them

# ASSEMBLY POINTS AT CHEMNITZ UNIVERSITY OF TECHNOLOGY

(updated: 03.05.2021)

Part of University	Building	Assembly Points
Straße der Nationen 62	Main hall (A10) Physics hall (A14) South hall (A11)	02 Gehweg Straße der Nationen
	North hall (A13) Central hall (A12)	03 Gehweg Bahnhofstraße
Straße der Nationen 33	Central University Library	western part of the employee arking lot
Carolastraße 8		Square in front of the Central Railway Station
Bahnhofstraße 8		Square in front of the Central Railway Station
Reichenhainer Straße 70	Buildings A, B, C, D	Parking lot Reichenhainer Str. below the cafeteria
	Weinhold Building Central Lecture Hall	Campus place
	Halls G, H, / Joinery / Building M (eniPROD/MERGE)	Parking lot near the building for industrial engineering
	Building for Industrial Engineering Building with Telco-System Institute of Physics Halls E, F, S	Parking lot and lawn between the halls E and F
Reichenhainer Straße 39/41		Parking lot Reichenhainer Str. 39/41
Thüringer Weg 5 - 11, sport hall		big parking lot next to U 2
Erfenschlager Straße 73	Buildings A,B,C,D,E,F	Parking lot next to building E
Wilhelm-Raabe-Straße 43		Pavement Wilhelm-Raabe- Str./Altchemnitzer Str.
Rosenbergstraße 6	Research Center MAIN	Main entrance (in the curve area) Rosenbergstrasse