

Fire Safety

Tutorial

For Students

FIRE SAFETY

In the event of an outbreak of fire or any catastrophe everyone is obliged to engage – without expecting remuneration – in fighting the fire either personally or by providing data and information, depending on their age and physical wellbeing.

Students should be informed of the fire alarm call points closest to their location and the installation points of fire extinguishers and other firefighting equipment. They should also learn how to use them. Fire escape routes and evacuation method should be clearly indicated.

Smoking is not permitted within ATE premises except for designated smoking areas that are marked by signs.

Activities with any kind of fire hazard may be pursued with special permission only, as prescribed in the Fire Safety Regulations.

The most common causes of fire

In most cases, fire is caused by human negligence or failure to comply with fire safety regulations.

Even a faulty decision or a slightly inattentive behaviour may endanger the life of others.

For a fire, the simultaneous presence of the following three components is required:

Oxygen Heat Inflammables

Fire can be extinguished by preventing the resupply of any of the three components.

How to prevent the outbreak of fire

- Remember to comply with fire safety regulations and make others comply with them as well
- Smoke exclusively at designated smoking areas. When you finish your cigarette always make sure that your cigarette butt has been put out.
- Never store inflammables of any kind on an electric device, heater or radiator.
- Never use damaged or faulty electric sockets, plugs or extension cords because they may create short circuits and start electric fire.
- When leaving a room remember to disconnect all electric equipment from power supply. The last person leaving the room should ensure that electric machines or tools

have been disconnected and there are no fire sources left in the room to create a fire later.

- Leave the surroundings of stairs (including the space below the stairs) free.
- Prevent danger and risks and actively participate in complying with fire safety and other security regulations.

Emergency exits

- Emergency exits are clearly signed by fire signage.
- Blocking or cluttering up emergency exits is extremely dangerous so it is strictly forbidden to place objects of any size in front of or behind emergency exits.
- All emergency exits must be kept free to pass through, so they must not be locked, braced or propped.
- Emergency escape routes (corridors) must be kept accessible and free.
- Should you find or see any of the emergency exits inaccessible immediately inform your superior or supervisor.

What to do in the event of fire

In the event of fire you must follow all guidelines and safety regulations as prescribed by the Fire Safety Regulation or Fire Safety Plan, including:

- Immediately inform your teacher, the security service or the maintenance department and at the same time press the closest manual Fire Alarm Call in buildings that are installed with manual Fire Alarm Call Points (i.e. Building „E” and „Pile Houses”).
- It is obligatory for everyone to participate in firefighting to the extent that can be expected from them.
- Everyone should be informed about how to operate fire extinguishing devices and in the event of fire you should immediately start firefighting by using the equipment.
- Evacuation must be done in a controlled way, avoiding panic.
- You must never re-enter an evacuated building until the Fire Brigade or Fire Wardens on duty give you permission to do so.
- Employees who are present in the proximity of the fire should start firefighting immediately, with the fire extinguishing devices at hand. Never use water to put out electric fires or other fires caused by flammable fat, oil or grease (such as cooking oil or deep-fryer fires).
- Human lives must be saved first.

What to tell the Fire Brigade in the event of fire

If you happen to be the person who phones the Fire Brigade remember to tell them:

- your name as the caller
- the phone number you phone from
- address where the fire is
- any factors that may block access
- what exactly is on fire
- what is in danger
- are there humans in danger
- possible direction of fire spread
- what measures have been applied so far

Useful Phone Numbers: **104 (Ambulance)** **105 (Fire Brigade)** **107 (Police)**

112 (Emergency Call)

What to do until the Fire Brigade arrive

- Follow the Fire Regulations or Fire Plans of the institute in all cases.
- After operating the Fire Alarm and calling the Fire Brigade you must start extinguishing the fire as soon as possible and prevent its spread by all suitable equipment until the Fire Brigade arrives.
- Human lives in danger must be saved first!
- Until the Fire Brigade arrives you must follow the instructions of your course leader, superior or Fire Warden.
- Evacuate the building and prevent the start of panic.
- In case fire extinguishing is successful it is still necessary to call the Fire Brigade and protect the spot until their arrival. Permission for clearing rubble can only be given by the authorities investigating the causes of the fire.
- Participation in firefighting is a civic duty.

Evacuation

As soon as evacuation instructions have been announced you must immediately but securely stop your activity and use the signed escape routes to evacuate the premises and lead strangers out of the building.

Having left the building you must go straight to the Fire Assembly Point and check whether all workers and students have managed to safely leave the building.

It is strictly forbidden to go home or leave the Fire Assembly Point without the permission of the Fire Warden or your superior.

All students and employees are obliged to learn the place and location of fire alarm calls, fire extinguishers and emergency exits in their work environment.

Fire injuries

Burns

Burns occur when the surface of the human body contacts chemicals or materials significantly hotter than body temperature.

Burns can be caused by different substances, such as

- steam or hot liquid
- flames that can instantly cause serious burns
- hot or melted metals
- radiant energy
- electricity
- chemicals - skin injuries caused by incidental or deliberate accidents with acids or alkali

In case of burns, the first and most important element of First Aid is to stop the contact with the heat agent.

It is fundamental to provide continuous cooling of the burnt body part by the application of cold water. After approx. 15-20 minutes of water cooling dry, sterile bandage should be applied loosely over the burnt surface.

When giving first aid it is strictly forbidden to apply any medication, powder, ointment, cream, oil, grease, butter or egg white over the burn.

Electric shock

Electric shock may harm the body in various ways, including

- directly affecting muscles and nerves
- heating or burns caused by electric heat
- exposure to electric arc and the accompanying heat and light

Electric current passing through the body may result in that the person suffering the electric shock is unable to release the wires in spite of efforts to do so; being apparently „stuck” to the wires aggravates accident hazards.

In the event of an electric shock all muscles may cramp hampering or blocking the breathing function.

Summary

DO

- Always comply with fire safety regulations
- Keep your working environment clean and tidy
- Discard rubbish immediately
- In the event of fire start the evacuation of the building instantly
- Disconnect all equipment not presently in use from power supply
- Smoke only at designated smoking areas and use the ashtrays
- Learn the location of all emergency exits

DON'T

- Do not leave rubbish scattered around
- Do not overload the electric unit
- Do not smoke at prohibited areas
- Do not clutter up emergency exits
- Never return to an evacuated building until you are instructed so
- Do not cause or start panic