

Occupational safety and health (OSH) regulations of the Practical Room at Department of Food Hygiene

I. Guide for the use of the Practical Room

1. The head of the Institute is responsible for the equipment; the instructor of practical is responsible for the conditions of their use.
2. In addition to the installed furniture (tables, benches) only the associated chairs may be used in the practical room.
3. During the practical occupation the doors must not be locked, bolted or blocked.
4. In addition to the furniture and equipment, other objects (e.g. bags, clothing) must not be placed into the room. The free passage through traffic ways and passages must be strictly checked.
5. The equipment and instruments used by students during the practical must be checked regarding their safety aspects before the utilization. Students are not allowed to work with hazardous, wrong or damaged instruments and devices even if they are under direct supervision.
6. Eating, drinking and smoking is strictly forbidden in the practical room. Tools that may cause fire or panic must not be used. Their implementation should be continuously controlled.
7. Inside the practical room or nearby its entrance an appropriate fire extinguisher must be located.
8. In case of any disorder, the director of practical must act firmly to maintain the discipline, if necessary to empty the room and the building quickly in an ordered manner.
9. After the practical works the room must be checked for any possibility that may cause fire. The director of practical should make sure that no one remained in the room.

II. Special occupational safety and health (OSH) regulations for students

Only that student can participate in the University's educational program, who

- meets the required health conditions,
 - has attended and passed occupational safety training,
 - acquired local, practical knowledge before the practical session.
1. Students may only be employed under supervision and may only perform activities for which they have been previously trained and assigned, and which do not endanger their health and physical integrity.
 2. The procedure for theoretical preparation of students in occupational safety is regulated by a rector's order on the initiative of the vice-rector for education.
 3. At the beginning of the practical sessions – and during them if necessary – the order of the activity, its dangers, the rules for safe work, the intended and safe use of materials, tools and protective equipment must be explained, and their application must be demonstrated.
 4. During the first food hygiene practical the director of practical will instruct the students on OSH regulations. The instruction will be documented on the attached sample document. The students will acknowledge their participation on the OSH instruction with their signature.
 5. The students must immediately report to the director of practical, if during the practical work they were accidentally injured without affecting their working ability.
 6. Any injury must be documented by the director of practical – injury that does not affect the working ability – in the so called accident record.
 7. The director of the practical must always report any accident to the OSH unit of the university; or in other cases when employing external representative, to its employer, unless otherwise agreed.
 8. The place of the accident, the related equipment or instrument – except the well-founded changes (rescues) – should be maintained unchanged until the investigation.

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