WORK SAFETY AND FIRE PREVENTION TRAINING
ACADEMIC YEAR 2023/2024

Prepared on the basis of Act XCIII of year 1993 on work safety, BM Decree 54/2014. (XII. 5.), the National Fire Safety Code.

I regulate the followings as an order:

1. All interventions (disintegration, assembly) into the electric, central aerial and other systems of lines is prohibited! Electrical equipment may be repaired and mounted only by authorized electricians.
2. Only standard, rated light fixtures may be used for lighting. It is not permitted to remove the glass shades of the lights or to fasten anything to them. Any kind of transformation or repair of the lighting fixtures is not permitted and breakdowns must immediately be reported to the reception.
3. It is not permitted to extend the cables of the electrical devices and only standard extensions (equipped with protection against electric shock) may be used to extend power sources (such as wall sockets).
4. All kinds of electric do-it-yourself activities are prohibited. Only mass produced devices, in appropriate condition and complying with the standards, may be operated from the electrical network. For fire prevention and shock protection reasons it is forbidden to use electric cooker, heat radiator, smoothing iron and other heat-producing devices and electric equipment in the rooms, except for devices with double insulation and portable devices (e.g. hair drier, curling iron, consumer electronics).
5. When using household appliances the provisions of the instruction manual concerning safe use must be definitely observed.
6. **Valuable electric devices may only be brought into UNI-HOSTEL Student Dormitory under one's own responsibility. University of Miskolc and the prevailing operator do not undertake any responsibility for electric devices brought into the premises.**
   Electric devices must have CE classification; otherwise they may not be used.
   According to the relevant regulations and the effective Fire Prevention and Labour Safety policy of UNI-HOSTEL Student Dormitory. It is prohibited to bring in and use the following electric devices in the building: heat radiator, immersion heater, grill, gas-cooker, iron.
   With reference to Government Decree 87/2015.(IV. 9.) heat-producing, consumer equipment above 200 W performance and household devices with high consumption may not be brought into the rooms. Exception: 1 pcs toaster, 1 pcs microwave oven and 1 pc sandwich toaster per room. Sound equipment may have a maximum 2x15 W performance.
7. The built-in cooking plate in the kitchenette may only be used under constant supervision. In case of irregular use the operation of the installed automatic fire alarm system could result in the unjustified alert and site visit of the fire brigade. The UNI-HOSTEL Student Dormitory may pass on the costs incurred by incidental false alarms and site visits for reimbursement to the person violating this prohibition.
8. It is PROHIBITED to use water to put out the fire of combustible liquids! The best way to extinguish combustible liquids is to cover the vessel.
9. The use of the iron that can be borrowed free of charge in the reception is only allowed in the „washing-ironing" room.
10. Microwave oven can only be placed on the bottom shelf of the mini kitchen with maximum dimensions: width 58 cm, height 30 cm, depth 37 cm.
11. Cooked, fried and other perishable foodstuff – except preserved food in closed packing – as well as unwashed dishes and utensils may not be stored in the kitchen and in the rooms.
12. The window-sills of the Student Dorm – with special regard to the external window-sills – may not be used for storage purposes. It is strictly forbidden to throw out objects from the windows!
    It is prone to accidents and prohibited to hang out different objects and foodstuff from the windows and the installed guard-rails of the Student Dorm!
    It is strictly prohibited to sit up on the window-sills and the guard-rails and to lean out from there, because of the risk of falling out!
13. Hanging out objects (e.g. signs) from the external walls and windows of the Student Dorm is possible only upon separate permit of the director (based on preliminary expert opinion).
    It is prohibited to disintegrate, extend and transform the furnishings of the rooms! Furnishings may only be used according to their intended purpose. It is not allowed to mount shelves in the rooms, in addition to the already mounted ones.
14. The maximum load capacity of the shelves holding TV sets in the rooms is 10 kg. The shelves may collapse under higher loads!
15. It is prohibited to smoke in the building of the Student Dorm!
16. No activities may be performed in the rooms that could cause accidents, fire or explosion.
17. No animals may be kept in the Student Dorm (aquarium or terrarium cannot be established, not even temporarily).
18. Even the smallest anomalies occurred in the Student Dorm (accident, activities producing fire, electrical breakdowns or other breakdowns endangering corporeal integrity) must be reported by all students immediately to the receptionist.
19. Even the smallest personal injury must be reported and recorded in the accident register at the gate.

All persons staying at the Student Dorm and other authorised persons staying there are responsible to observe the contents of this order.
Violation involves disciplinary action. Every guest is financially responsible for damages (e.g. deterioration) caused in the buildings and furnishings of the Student Dorm.
All behaviours that are contradictory to the present order and the Rules of the Student Dorm as well as the Fire and Work Safety Code of UNI-HOSTEL Student Dormitory are prohibited.
The present order is also a training material regarding work safety and fire prevention.

Students are obliged to confirm that the training has taken place and the order has been received by their signatures.

Miskolc, 4 September, 2023

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Uni-Hostel Student Dormitory
Manager