

FIRE ALARM REGULATION **for the working-site – ÚOCHB Dejvice**

1. PURPOSE

This regulation determines principles of fire alarm announcement and call for help in case of fire, explosion or another natural disaster. It is obligatory for employees of ÚOCHB AV ČR, v.v.i., for legal entities and individuals carrying on their activities in the premises of ÚOCHB AV ČR, v.v.i.

2. DUTY TO INFORM ABOUT FIRE

Employee's duty in case of spotting a fire

When spotting a fire everyone is obliged to extinguish it by himself/herself; in case he/she is not able to extinguish the fire with his/her own powers and means he/she is obliged to inform about the fire and to ensure announcing the alarm.

Occurrence of fire is to be announced to a fire recording board in the doorkeeper's place in the premises - local extension **222, 221** or to a public fire recording position phone No. **150**

When asking for help as well as when informing about the fire do not forget to give the following data:

- Name of the person informing about the fire,
- Reason of the call (where the fire is),
- Phone number from which the call is made,
- Extent of the fire.

3. WAYS OF ANNOUNCING FIRE ALARM

Fire alarm is announced as follows:

By calling “ F I R E “

or by breaking a glass and pressing a fire alarm button (EPS).

The fire signal is spread by means of the institute evacuation radio broadcast or by local telephone lines through which also directions regarding partial or whole premises evacuation are given.

4. HELP WHEN FIRE FIGHTING

In connection with fire fighting everyone is obliged to take measures necessary to protect endangered persons, to extinguish the fire if possible or to take measures preventing the spread of the fire. Everyone is obliged to provide personal or material help (means of transport, connecting means and other things needed for fire fighting) at call of a fire protection unit commander.

5. DUTIES AFTER ANNOUNCING THE FIRE ALARM

After announcing occurrence of the fire there is a duty to take part in the fire fighting according to directions of a working site manager or a fire protection unit commander.

Duties of other employees in case of announcing the fire:

1. To wait in the working site (unless it is endangered with the fire) for directions of a head of department or a fire protection unit commander.
2. To take active part in the fire fighting or other work according to directions of a head of department or a fire protection unit commander.

6. IMPORTANT PHONE NUMBERS

Fire brigade	Heyrovského nám.č.1987/1	150 a 112
Police of the Czech Republic	Pelléova 21, P6	158, 974 856 740
Electric current failures	Kateřinská 9, P2	1236
Gas failures	U Plynárny 500, P4	1239
Water failures	Dykova 3, P10	800 111 112
Fast medical aid	Dukelských hrdinů 21, P7	155

Michal Pošta
Person qualified in fire safety

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