

Name and surname: .....

**Instruction for students of the Faculty of Arts Masaryk University  
to Secure Safety and Health Protection at work**

The student is required to ensure their safety, their health and health of people, which touches on his/her behaviour. There is a need to eschew of behaviour, activities and inappropriate actions, which could lead to an accident. Student should not be during teaching under the influence of alcohol and drugs, and even outside faculty's premises. Smoking is prohibited in all faculty and other school facilities.

- The responsibility of the student is in the interest of safety and health:
  - To take great care when opening doors, windows, while walking by the building, especially on the stairways;
  - To adhere the principle of safe conduct in the joint faculty's premises, classrooms, laboratories, workshops, corridors and stairways, in gymnasiums and other sport facilities, etc.;
  - To comply with security regulations, which has been informed by the teacher;
  - To comply with information security tags;
  - Where down-regulation or it is justified by activity, to attend at all trainings and to pass examinations of knowledge in the field of occupational health and safety;
  - - To report without delay to a teacher, study department or reception faults and shortcomings, which could endanger safety or health of students, staff or guest of the faculty, and according to his/her capabilities to participate in the removal of such defects;
  - To notify teacher immediately any injury - an accident, which occurred in connection with the fulfilment of school obligations, or in direct connection with them. Accident write in a book of injuries (deposited with the faculty building manager) to draw up a record of the accident;
  - To know the principles of providing first aid.

Student must not manipulate, switch on and off, respectively use any machinery and equipment, if they were not assigned to him/her within tuition and was not familiarized with handling with them.

In case of any confusion and doubt, it is better to ask teacher again!

Hereby I confirm that I have been acquainted with the above instructions, that I understand them, and that I shall observe them.

Brno, date .....

Student's signature .....

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V odpovědi, prosím, uvádějte naše číslo jednací.

Name and surname: .....

### **Instruction for students of the Faculty of Arts Masaryk University to Secure Fire Prevention**

Obligations of student of FA MU arise from the Act on Fire Prevention. The student is obliged always to act in the premises of the faculty, so that his/her activities may not be any cause for the rise of the fire, especially in the use of thermal and electrical appliances, storage and use of fire hazardous substances and materials. In particular, to comply with the orders and prohibitions relating to fire protection in places which are marked with a warning and command tables. Before leaving the area of workplace is required to set the workplace to unexceptionable state in terms of fire protection.

Student is required to familiarize themselves with the provisions of fire alarm rules and fire evacuation plans located on the corridors.

On the premises of the FA MU stand good an absolute ban on smoking and any handling with open fire. Students must not carry out activities that could lead to fire, not to use private electrical and gas appliances (except notebooks), not harm or abuse of portable fire extinguishers and other material means of fire prevention, is not entitled to interfere to the electrical installation of the building.

Everyone is required in connection with the fire emergence:

- To try to extinguish the resulting fire with fire devices (portable fire extinguishers), after shutting the power can be used wall water hydrants;
- To report generated fire on the reception of faculty (in person, by telephone, button EPS), or to ensure its announcement;
- To take the necessary measures to save endangered persons;
- To provide all information about the fire to the captain of the intervention, possibly to provide personal assistance.

For the evacuation of vulnerable area use the shortest escape route.

The ban on the use of elevators in the event of fire!

Hereby I confirm that I have been acquainted with the above instructions, that I understand them, and that I shall observe them.

Brno, date .....

Student's signature .....