



## General safety rules

Report accidents and other safety-related incidents to the staff unit Work Safety and Environmental Protection.

**We wish you a pleasant stay at UFZ.**

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## Welcome at Helmholtz Centre for Environmental Research (UFZ)

For your own safety and for your protection against specific hazards at UFZ we have compiled the following information for you.

### Entering UFZ

- Please sign in at the gate. The staff at the gate gives you a visitor's pass.
- The visitor's pass needs to be signed by your host and has to be returned to the staff at the gate when leaving the UFZ.
- Entering UFZ is only allowed after the permission of the staff at the gate.
- Register brought items at the gate before entering the UFZ. This simplifies leaving the UFZ.

### Traffic regulations on UFZ ground

- The road traffic regulations according to Road Traffic Act apply to UFZ ground.
- There are no explicit sidewalks. Visibility is partly limited by buildings.



Keep the speed limit of 20 km/h.



Parking is allowed in designated areas only. Keep transport and escape routes as well as emergency exits free.

### Alcohol and intoxicants prohibited / No smoking

The use of illegal drugs and alcohol during work is strictly prohibited.



Smoking inside buildings and marked areas is not allowed.

## In this research center you can be exposed to danger in different areas:

- Biological substances, hazardous substances and dangerous equipment are used in laboratories.
- High electrical current and voltage is present in electrical operating areas
- In distinct areas you can be exposed to radiation:
  - ionizing radiation by X-rays or radioactivity,
  - non-ionizing radiation by electric and magnetic fields or UV radiation,
  - laser radiation.
- Radiation protection areas (controlled areas) are access-controlled.



**No unauthorized entry!**  
Do not enter laboratories or plant areas marked with warning notes unauthorized.



Do not consume food and drinks inside laboratories and radiation protection areas.



Biohazard



Laser radiation hazard



Ionizing radiation



Magnetic field

Lastenaufzug  
Benutzung nur durch  
eingewiesene Personen

Do not use freight elevators without introduction.

## Relevant phone numbers

Gate: 0341 6025-5000  
Work safety Dep: 0341 6025 -1703/ -1559/ -1284  
Emergency: 112

### Conduct during an emergency

- In case of an emergency alert use the escape routes and emergency exits to leave the buildings.
- Do not use elevators.
- Meet at the **assembly point in front of building 2.0**.
- Wait and follow the instructions.



### Emergency call 112

- Accident location?
- What happened?
- How many person injured?
- What kind of injuries?
- Wait for questions.
- **Inform the gate**

### Behavior in case of fire

- Emergency call **112**
- Consider conduct during an emergency
- Do not inhale fire gases
- Keep windows closed
- Assist helpless persons
- Try to extinguish small fires
- Self-protection first!



### Accidents and first aid

- Keep calm
- Secure the scene of accident
- Remove person from danger zone
- Emergency call (if necessary)
- Provide first aid
- First-aid material can be found in the respective kits
- In case of electrical accidents: Request a **defibrillator at the gate** or use the ones located in **building 1.0, 2.0, 7.1, 7.3** and at the **KUBUS**

