

A n n e x to the House Rules dated 19 June 2017

## FIRE PREVENTION RULES

for

Sächsische Wohnungsgenossenschaft Chemnitz eG  
Dresdner Straße 80  
09130 Chemnitz

### **1. Scope of application**

These fire prevention rules are valid for all the residential buildings, commercial buildings and plots of land owned by Sächsische Wohnungsgenossenschaft Chemnitz eG, Dresdner Strasse 80.

### **2. Legal basis**

The basis for the fire prevention rules for Sächsische Wohnungsgenossenschaft Chemnitz eG is particularly the latest version of the laws and directives listed below:

- the Fire Prevention, Rescue Services and Disaster Prevention Act (SächsBRKG) in the Free State of Saxony
- the Saxon Building Regulations (Sächs. BO)
- the Saxon Garage and Parking Space Order (SächsGarStellpIVO)
- the Directive Governing Flammable Liquids (VbF)

The house rules for Sächsische Wohnungsgenossenschaft Chemnitz eG adopted on 19 June 2017 form a further basis for these fire prevention rules.

### **3. General issues**

Each individual needs to cooperate and provide effective protection to prevent any damage to persons and property caused by fires. The task of fire protection covers preventative fire protection and repelling fires (fire-fighting).

### **4. The tenants' duties**

The general population's duties to provide help are clearly laid down in the SächsBRKG law mentioned above – particularly in Section 53 "Duty to Report Danger Situations" and Section 54 "Duty to Provide Help".

Section 53 Para. 1 reads: "Anybody who notices a fire or an accident, which poses a risk to people, the environment or significant material assets, must report this immediately using the emergency phone number."

Section 54 Para. 1 and 2 lays down the duty to provide help to individuals and legal entities. They are obliged to provide help if it is necessary to

1. prevent a general risk to the public or an individual,
2. combat a disaster or
3. urgently remove disaster damage for the time being

and the responsible fire prevention authority, rescue services and disaster prevention services, the technical head of operations or a person commissioned by the latter requests their assistance.

Only people who are aged at least 16 may be asked to provide assistance. Persons who are not yet 18 may only be asked to help outside the danger zone. Assistance may only be refused if it would lead to significant personal danger or the infringement of other important duties by the people being asked.

These duties laid down in law are the responsibility of all the tenants of our cooperative and the persons living in their households.

### **5. Information about behaviour to prevent fires**

The following information must be followed by all the tenants and any persons living in their households or those visiting them. Infringements of these rules may lead to exclusion from the cooperative and a notice of termination for the apartment if the member or tenant has already received a written warning.

- 5.1. Parking motorbikes and small vehicles on stairways, in halls and cellar gangways is forbidden in SWG residential buildings.
- 5.2. Normal household amounts of combustible materials may only be kept in store or in cellar rooms if the fire prevention rules and the manufacturer's instructions are followed. Explosive substances and gases (including liquid gases) may not be stored at any time.
- 5.3. Any storage of combustible materials in corridors, thoroughfares, stairwells, generally accessible hallways and cellars or under balconies is forbidden. Any storage of combustible liquids in other rooms or in apartments is only permissible in amounts that are necessary for the maintenance work

needing to be completed. The items must be kept in tightly sealed, marked containers, which are normal for these substances or are specially licenced for them.

- 5.4. What applies to storing any empty, untreated containers for combustible liquids also applies to storing full containers.
- 5.5. No items may ever be placed on staircases, in cellar gangways, hallways or in front of shutoff valves in cellars and media connection rooms.
- 5.6. All shutoff facilities for electricity, cold/hot water, gas or heating equipment and components, including those in tenants' cellars, may not be blocked and must be easily accessible at all times. The markings attached to the shutoff facilities may not be removed.
- 5.7. Smoking is generally forbidden in jointly used rooms (e.g. on staircases, in cellars and attics or store rooms etc.).
- 5.8. Blocking and damaging any fire extinguishing equipment (extinguishers, fire brigade access pipe etc.) or smoke extractor equipment is forbidden. SWG's repair department must be notified of any faulty equipment immediately.
- 5.9. Unauthorised persons are generally not allowed to operate the smoke extraction equipment. However, opening it if the staircase is full of smoke because of a fire is an exception to this rule.
- 5.10. Lifts for people may not be used in a fire.
- 5.11. If there is a smell of gas, please leave the building immediately and notify the fire brigade. Neighbours must be notified too by suitable measures without using the doorbells, e.g. knocking on doors or shouting. Wireless phones may not be used in the building.  
Take care - risk of explosion!

Any gas devices that have been installed with a naked flame (gas heaters etc.) must be switched off immediately. Do not use any kinds of electrical devices and equipment.

- 5.12. Particularly care is needed when using electric and gas cookers. Only use them if you are physically present. Storing or keeping combustible materials (e.g. paper) or easily combustible liquids (e.g. oil) is generally forbidden in electric or gas cookers. These materials must be stored and kept in such a way that no fire can start.
- 5.13. When operating electrical devices, follow and comply with the operating instructions or the manufacturer's safety regulations. Operating any electrical devices, such as irons, cookers, immersion heaters, heating devices etc., can only take place if there is adequate supervision. They must be placed on non-combustible, heat-resistant bases so that combustible items cannot be set on fire, even in excessive heat. Heated pads, electric blankets etc. must be supervised when they are on. Any work on electrical equipment or devices must always be performed by a specialist. Heating devices, e.g. infrared heaters, are only allowed if they are licenced for residential property or have been installed as fixtures. Operating electrical heating devices may not create any overload for the electrical equipment or individual circuits and their components (power sockets).
- 5.14. Barbecuing with solid, gaseous or liquid fuels on balconies, recessed balconies or on spaces directly next to the building is not allowed.
- 6.1. Smouldering or burning remains, e.g. cigarette ends, must first be extinguished before they are disposed of in non-combustible waste containers with a lid.
- 5.15. Setting off any fireworks on balconies, recessed balconies or right next to the residential buildings is forbidden.
- 5.16. Burning candles must be placed on safe and non-combustible bases and never left without supervision.
- 5.17. Any private welding work is forbidden in apartments, store rooms, attics and cellars.

**6. How to behave in a fire**

6.1. The top priority is **to remain calm**.

6.2. The fire must be reported as soon as it has been found using the **emergency fire brigade number, 112**.

Please pay attention to the questions that you are asked:

- Where is the fire burning?
- What is burning?
- Also mention any persons who may be at risk or injured and the name of the person reporting the incident,

as answering them correctly is crucial for the fire brigade's work. The person reporting the incident must immediately start fighting the fire, regardless of their duty to notify the incident and according to their physical condition and the opportunities available, until the fire brigade arrives.

6.3. Any persons at risk must be warned. Helpless persons must be removed from the danger zone.

6.4. If the staircase is full of smoke, the entrance doors to apartments must be closed. Do not leave the apartments. If this is the case, stay on the balcony, the recessed balcony or next to an open window, if possible, and draw attention to yourself.

**Follow the fire brigade's instructions.**

6.5. Fire protection doors must not be wedged and may not be kept open using other means either.

6.6. The tenants must ensure that it is possible to lock all doors at any time.

6.7. Follow all the instructions given by the fire brigade.

**These fire prevention rules form part of the house rules.**

Laws, directives and regulations take priority over these fire prevention rules if they contain further restrictions.