

## Direction VRIA no. 17/2011 – Securing of fire protection of leased buildings, premises and activities by legal entities and natural persons as undertakers

In compliance with the provision of § 6 of the Act No. 314/2001 Coll. on fire protection, as amended, for securing of fire protection of leased buildings, premises and activities by legal entities and natural persons as undertakers

### I ORDER

to incorporate, into the contracts with legal entities and natural persons as undertakes, which are negotiated by our company, tasks following from the provisions of the mentioned act in this scope:

#### **1. Basic scope :**

- a) to ensure that fire prevention inspections in the leased objects and premises are carried out and any found defects are eliminated,
- b) to ensure that fire protection measures are fulfilled after working hours,
- c) to arrange regular trainings and testing of knowledge on fire prevention of employees and persons staying in its objects with the knowledge of the legal entity and natural person acting as an entrepreneur,
- d) to draw, keep and maintain documentation on fire protection in accordance with the actual state, except:
  - "Fire alarm guidelines" of the building
  - "Fire evacuation plans" of the building
- e) organize and evaluate training fire alarms,
- f) to enable the body of the state fire protection supervision and the municipality the entry to the objects and premises for the purpose of inspection of the fulfilment of obligations in the section of fire prevention, to submit required documents, documentation on fire prevention and related background material and information to them,
- g) to carry out measures for elimination of found defects imposed by the body executing the state fire protection supervision or by the municipality in the terms set by them,
- h) to ensure regular maintenance and inspection of the state of fire-fighting technical, technical and technological equipment in terms set by generally binding legal regulation if they are in property or administration of Lessee,
- i) to meet the requirements of fire safety set by generally binding legal regulation for storing, stacking and handling combustibles,
- j) to ensure technical conditions and requirements of fire prevention in installation and operation of fuel appliances, electro-heating appliances and central heating equipment,
- k) to ensure the fulfilment of the assigned obligations and tasks in the section of fire prevention by persons with the required professional qualification or special authorization,
- l) after agreement with Lessor procure and install suitable types and suitable range of fire-protection technical equipment and maintain them in ready- for-use state (repairs, overhaul, maintenance),
- m) to mark and maintain escape ways, emergency exits, access routes, boarding areas as well as access to them, as well as access to locks of mains of electricity, water and gas and to fire-fighting technical equipment, fire alarm devices, fire mains and water supplies for fire-fighting,
- n) to establish fire-prevention patrols and to ensure the fulfilment of their tasks and special training,
- o) after agreement with Lessor establish and execute the required number of fire-alarms (if there are offices of more legal entities and natural persons acting as an entrepreneur in building, may this persons agree on the establishment of a single fire-alarm; agreement must be in written form according § 15 of edict Nr.121/2012 of fire prevention as amended)

## **2. General obligations**

- a) the costs related to the management of the object and its fire safety shall be covered by the owner (administrator) of the object,
- b) costs directly related to the technology of production or operation in terms of the fire-prevention shall be covered by the user (Lessee),
- c) the lessees shall enable the lessor (owner of the object) to carry out regular inspection and reviews in the section of fire prevention,
- d) Lessee is obliged to acquaint oneself in a provable way with the principles of fire safety and to fulfil obligations following from them ( Annex No.1)
- e) Lessee shall submit upon signing the contract the document of familiarization to Lessor (Annex No.2)

This direction sets the minimum requirements for the lessees for ensuring the tasks following from the provisions of generally binding regulations in the section of fire prevention.

By this direction is repealed the Measure R/LK No. 5/2004.

## PRINCIPLES

### of fire safety in the section of fire prevention in leased objects and in activities in the premises of the airport operator

To ensure fire prevention in activities of legal entities and natural persons - entrepreneurs I issue the following principles of fire safety applicable to:

- Employees of the legal entity
- Employees of the natural person – entrepreneur
- Other persons

#### Principles

Each legal entity and natural person has to:

1. act so that fire outbreak is avoided, and it has to observe the principles of fire safety and fulfil obligations following for the natural person from § 14 of the Act of the National Council of the Slovak Republic No. 314/2001 Coll. on fire prevention as amended by later regulations and from execution regulations in the section of fire prevention.
2. act so that no fire outbreaks during the operation of fuel appliances, electro-heating appliances, central heating equipment and other appliances in storing, stacking and use of combustibles and use of open fire.
3. observe marked prohibitions and the directions and instructions of the airport operator related to fire prevention. (Particularly the ban of smoking and handling open fire in places with higher risk of fire.)
4. announce immediately any fire in the objects, premises or on things owned or used by it to the competent district headquarters.
5. natural person must not:
  - a) smoke or use open flame in places with higher risk of fire outbreak, set fire in areas or on the places, where it may occur due to the spread.
  - b) carry out activities for which operation has no special authorization and vocational competence, which are required in terms of fire safety to implement them according to special regulations.
  - c) damage, misuse or hamper the access to fire-fighting technical equipment, fire extinction water pipes or material means for fire prevention and to locks of the mains, particularly electricity, gas or water.
  - d) to raise fire alarm without reason, to call fire brigade without reason or misuse of emergency line.
  - e) to carry out activities connected with higher risk of fire outbreak without the lessor's consent:
    - welding, thermal separation and other way of metal processing,
    - gluing of combustible floor covering, roof covering, panels and ceilings by means of fire,
    - burning of combustible substances and waste.
6. respect that it is not allowed to use electric appliances, heating units and fuel appliances without valid certificate in the leased premises.
7. respect that lessee must not make any changes of the equipment, repairs or in any way interfere with **electrical or other fittings** in the leased premises without a consent of the airport operator.
8. in case of fire outbreak:
  - **to follow the fire evacuation plan** (first of all to ensure and carry out evacuation of persons from the endangered premises and to announce the fire outbreak according to applicable procedure to other users)
  - **To extinguish the fire** (by available means as: portable fire extinguishers, fire extinction water pipes – wall fire hydrants etc.), if it is not possible to extinguish the fire to call the nearest fire brigade on the extension 3333 or telephone number **150, or 112** and to follow „**FIRE ALARM GUIDELINES**“
9. observe the **BAN OF SMOKING AND HANDLING OPEN FIRE** in marked places.
10. smoke only in places designated by the building operator.
11. **not to cover or damage fire-fighting equipment** (portable fire extinguishers, firestoppings – fire door), **fire extinction water pipes** (wall hydrants), **documentation on fire prevention** (fire alarm guidelines, fire

evacuation plan, fire safety rules of the work place etc.), **warning boards, locks** of water and gas mains, and main power switch.

12. **not to place objects** made of material combustible with difficulties or of combustible material on **heating equipment and devices**.
13. **not to** perform any improper interference with the **electrical devices**.
14. report any found defects and faults (generally) immediately to the building administrator/operator.
15. make sure that the **electric system** is not mechanically damaged.

**REPORT**

Hereby I confirm that I was familiar with basic principles of fire safety in the grounds and buildings of airport operator and undertake to comply with these principles.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature  
of responsible representative of Lessor

\* For the rental of buildings and premises of the airport operator for legal entity and natural person acting as an entrepreneur.

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**REPORT**

Hereby I confirm that I was familiar with fire safety regulations on relevant workplace, principles of fire safety in within the Annex No.1 and I understood them fully.

Informed on date: \_\_\_\_\_

Name and Surname	Date of birth

\* By the activities in buildings and premises of the airport operator for legal entity and natural person acting as an entrepreneur.

CAUTION: In case of refusal of signing these principles, enter to the grounds and building will be denied.