

Pursuant to Article 7 of the Law on Fire Protection ("Official Gazette of SRS" no. 37/88)

## **REGULATIONS ON FIRE PROTECTION**

### **I General Provisions**

#### **Article 1.**

In order to prevent and eliminate the risk of fire and to rescue workers and students as well as the material and technical equipment and other assets, the Council of the Academy regulates the organization of fire protection, responsibility of workers and the implementation of fire protection measures.

#### **Article 2.**

Organization, implementation of protection measures and elimination of the consequences of fire, shall be performed at the Academy of vocational Studies (hereinafter: Academy).

#### **Article 3.**

In implementing the measures of protection from fire, employees are bound to protect from fire the neighboring buildings that are located in the border zone.

#### **Article 4.**

Fire protection measures are implemented in accordance with the law, the decisions of the Council, acts of the competent authorities, the Ministry of Internal Affairs and the provisions of this Rulebook.

#### **Article 5.**

For the improvement of fire protection measures and their implementation at the Academy responsible are: Council of the Academy, President of the Academy, other responsible persons and all workers.

### **II Firefighting measures**

#### **Article 6.**

Firefighting measures are defined in order to eliminate the causes of fire and prevent their spreading, as well as rescue personnel and property that may be affected by the fire.

Firefighting measures referred to in the previous paragraph shall be conducted in accordance with existing regulations.

#### **Article 7.**

The Academy has taken the following measures to provide protection against fire:

1. Fire extinguishers:

- to be set in the hallways in visible places
- Must be functional and attested with the set expiry dates
- Must be accessible (unlocked) with instructions for use

2. Electrical installation:

- Must be performed in accordance with applicable regulations
- It is necessary to create the possibility of its complete disconnection in case of fire.

### 3. Hydrant Installation:

- Ensure that a standpipe installation is placed and easily accessible
- Ensure it is functional and to this end, regular inspection should be done

### 4. The use of heaters:

- Prohibited the use of hot plates and other heating appliances for making coffee outside the room intended for this purpose
- Prohibited the use of heaters for reheating unless approved by and in accordance with the fire protection measures.

### 5. Cleaning with chemical agents:

- For cleaning, non-flammable detergents should be used.

### 6. Laboratories:

- During exercises in laboratories with combustible chemical agents it is strictly required to follow the prescribed norms.

All other fire protection measures which are not provided for in this Rulebook shall be determined by the president, under the applicable regulations.

## **Article 8.**

In case of fire the existing hydrant network, the fire extinguisher and the handy resources will be used and if needed fire brigade as well as the responsible teams of the Health Center should be engaged on the phone number 93.

## **III The rights and duties of the Fire Protection**

### **Article 9.**

Council of the Academy within its jurisdiction in the field of fire protection performs the following tasks:

1. Adopts Rules and other normative acts for fire protection
2. Brings plans for fire protection
3. Approves funds for the purchase, filling and inspection of fire extinguishers, hydrant installation maintenance, procurement of handy extinguishing resources and all other necessary expenses incurred in connection with the fire-fighting.
4. Considers the situation in the field of fire protection and adopts the necessary decisions for the new acquisition.
5. Performs other tasks related to fire protection.

### **Article 10.**

President of the Academy shall perform the following tasks:

1. Propose to the Council decisions in the area of fire protection;
2. make a decision on temporary suspension of work at the Academy or an organizational unit if there is a danger of fire;
3. Manage directly or through a professional person firefighting action;
4. bring the training program in the area of fire protection;
5. initiate disciplinary measures against workers who do not adhere to the prescribed fire prevention measures;

6. Perform other tasks in the area of fire protection.

**Article 11.**

Workers within their rights in the area of fire protection perform the following tasks:

1. Attend training in the field of fire protection at least once every three years and do a practical knowledge test.
2. Getting acquainted with the causes, risks, measures and procedures in extinguishing the fire.
3. The cleaning ladies are obliged to when cleaning the room to pay attention to the appliances that may be responsible for the fire.
4. In case of fire all workers are obliged to take measures for organized fire fighting and evacuation of workers and students in accordance with Article 8 of this Rulebook.

**IV Procedures and responsibilities in case of fire**

**Article 12.**

If a worker notices the danger that threatens to cause a fire, he is obliged to eliminate this danger, if it cannot be done, he shall invite other workers in order to eliminate the common threat.

If an employee notices a fire, he is obliged to accede to its termination and if the fire cannot be extinguished, he shall notify the President and other staff to join firefighting.

Workers who participate in firefighting are obliged to adhere to the orders of fire fighting managers. If the employees are not capable of extinguishing the fire, they should call fire fighting units on the phone number 93.

**Article 13.**

All employees are required to adhere to established measures for fire protection, to implement them in a manner prescribed by this Rulebook, to conduct them under the given instructions as well as respect the provisions laid down by law.

For default in obligation or non-enforcement of the measures against fire, workers are responsible for a serious violation of duty.

Responsibility for violation of obligations from the previous paragraph does not preclude civil and criminal liability under the law on fire protection and criminal law.

**The Transitional and Final Provisions**

**Article 14.**

For cases concerning occupational safety and fire protection, which are not covered by this Rulebook, regulations governing this matter will be applied.

**Article 15.**

This Regulation shall enter into force on the eighth day of its adoption.