

OPERATING INSTRUCTIONS – grilling / barbeque at University of Economics dormitories premises

I.

Use and designated area

All visitors may use the barbeque fireplace and its surroundings at their own risk and responsibility. Department for the Administration of Facilities, University of Economics Prague, assumes no responsibility for physical or property damage caused by a visitor to himself/herself, dormitory or a third person. It also assumes no responsibility for things stolen from the fireplace. The fireplace area may be entered exclusively at own risk.

- The fire may be lighted only in the designated place, in a portable grill designed for that, in the determined time period from 7 AM to 10 PM from April to September.
- The fire must be maintained in such a scope which shall not endanger surrounding areas (vegetation, structures and buildings etc.) and shall not cause inconvenience to other persons.
- The fire must not be left unattended by a person older than 18.
- In the designated place and grill, there may be only wood, charcoal or charcoal briquettes burned, with no use of any burning enhancing substance. Dry brushwood laying on the ground of the public space or forested areas may be also used. However, the use of wood obtained through cutting or breaking-off trees or bushes is forbidden. No other substances negatively effecting quality of air (e.g. plastics or other waste) may be burned at the fire.
- The fire must not be lighted under bad weather conditions.
- In case of extraordinary unfavourable conditions, the Department for the Administration of Facilities may issue a ban on fire lighting (e.g. in case of long-term dry weather when there is an increased fire hazard).
- After the end of the barbeque, the fire must be ceased (watered or covered with soil or sand) in order the danger of repeated ignition is eliminated. Fire extinguishing aids, in the volumes corresponding to the scope of the fire burning, must be available at the place already before the fire is lighted.
- The fire may be lighted only by a person older than 18 years; younger persons may do so only under supervision of an adult; parents or legal custodians bear the responsibility for persons bellow 18.
- It is forbidden to light a fire in other places.
- It is forbidden to make an excessive noise in the fireplace area.
- Only cooled ash may be placed to a waste bin.
- Camping and bivouacking is forbidden in the fireplace area.

The designated place means the area where there are concrete slabs on the ground and grill placed, and its surroundings. Also so called garden sets, i.e. concrete tables with benches, comprise the grilling area.

Other cases of the open fire use are governed by special rules and provisions applicable for the University of Economics in Prague.

The fire hazard may occur especially in case of untidiness, smoking out of the designated areas, open fire and thermal appliances use.

II.

Basic duties when grilling and open fire handling

- To follow the operating instructions
- To keep the place clean and tidy, and without excessive noise.
- It is strictly forbidden to light an open fire outside the designated area.

- Extinguished ash must be emptied from the grill by opening the sliding door in the bottom part of the grill and poured to a prepared zinc coated or enamel metallic bucket, and then when absolutely cooled it will be disposed into a zinc coated metallic dustbin.
- Use of plastic vessels is strictly forbidden.
- It is forbidden to dispose of the ash (especially the hot one) pouring it under or around ornamental trees and shrubs.
- To supervise safety of children in the area and around the fireplace, and to have a functional mobile phone there.

IV.

Rights and duties of persons assuring fire safety

The emergency service of the Department for the Administration of Facilities exercises control over compliance with the fire prevention rules and immediately reports all defects found to the dormitory manager.

In case of fire, provisions of fire regulations must be followed.

V.

Definition of safety conditions

Persons present in the grilling area must take all necessary steps so that their behaviour does not lead to fire or explosion; they must obey to the rules described in these instructions and generally applicable fire regulations.

A person who provably borrows the grilling equipment bears the responsibility for observance of the fire prevention rules in the designated area.

These Operational Instructions shall be publicized in a well visible place accessible to everybody being here at any time.

In Prague, this day of June 16th, 2015

Approved by: SUZ VŠE Director

Processed by: Z.Cipra, professional competence certificate no. 054/2004