

DECISION

Reg. no STYR 2022/1393

Date 23 June 2022

Vice-Chancellor

Lund University regulations on fire safety training

Approved by the Vice-Chancellor 23 June 2022

1. Background and aim

Practice and training for employees at Lund University in fire events and fire extinguishing procedures is a prerequisite for ensuring effective fire safety. Therefore, an important part of the systematic fire safety management across the University's different organisations is to minimise the risks of fire as well as the consequences of a fire.

In addition to the above, employees assigned to tasks within an organisation's fire safety management are required to have the knowledge to operate in their assigned role.

This regulation aims to regulate Lund University's requirements regarding fire safety training.

2. Basic fire safety training

All employees at Lund University shall complete the University's basic fire safety training within eight weeks of starting their employment.

3. Practical fire extinguishing exercise

All employees at Lund University, who are employed for six months or longer, shall supplement the basic fire safety training with a practical exercise in fire extinguishing. This shall be completed within 18 months of starting employment.

Managers with employee responsibility are to assess whether those employed on an hourly basis, visiting researchers, and temporary

employees, among others, should undergo the practical fire extinguishing training.

4. Training as part of systematic fire safety management

Employees who are assigned tasks within an organisation's fire safety management shall undergo fire safety management training as soon as possible, but no later than six months after the decision.

5. Repeat training

All training courses covered by this regulation shall be repeated within five years, or more frequently if the organisation's activities entail an increased risk of fire.

6. Follow-up

Follow-up of completed training shall be carried out as part of the annual follow-up of fire safety management within the faculties, departments or equivalent.

The dean, head of department or equivalent is responsible for ensuring that follow-up is carried out.

7. Entry into force

These regulations enter into force as of 23 June 2022. The entry into force of these regulations makes *Regulation for fire safety training at Lund University (Reg. no I F 79 6297/02)* invalid in its entirety.