

## Student Safety Information

To the attention of the International Students Community:

We offer you some easy steps to ensure a safe and worry-free experience in our Institution:

- 1) Before connecting a high energy absorbing machinery to the electric plant, it is mandatory to ascertain the actual availability of energy and to be authorized by the Technical Office.
- 2) It is forbidden to use burners, electric heaters, fans, fan heaters, refrigerators, and other electric devices without authorization.
- 3) It is inadvisable to use multiplug adapters and extension cables in all the working rooms. It is forbidden both in rooms where fire/explosion risk exists and in “special” rooms (on the basis of CEI laws) such as: wet rooms, cold rooms, hot rooms, dusty rooms and rooms where corrosive gas are present.
- 4) The power supply for electric devices must be supplied by the nearest socket. If it is necessary to use an extension cable, it must not cross the room but be inserted in a wireway or preserved by a trip guard.
- 5) Hallways, escape routes, and emergency exits must be clear in order to allow the passage in an emergency situation. They always must be clear of flammable material, of gatherings, and every other obstacle (e.g: automatic coffee machines).

Most common causes of fires are:

- a) Heaps of garbage, paper or other flammable material;
- b) Erroneous use of flames or heaters;
- c) Blocking ventilation of electric devices and heaters;
- d) Defective, damaged, or overloaded electric systems;
- e) Poor maintenance of the devices.

Smoking is forbidden within all the premises of Università “Parthenope”.

It is important to avoid gatherings in professors offices, in the hallways, along safety paths, and escape routes. Classrooms must not be crowded: on every door must be placed a sign indicating the maximum crowding permitted. Professors who are in charge of the didactic activities are responsible for the crowding. The use of stools or supplemental chairs is forbidden. Sitting or standing on staircases who work as escape routes is forbidden. In every classroom safety paths are indicated by signals. They must be clear of any obstacle, so students should not leave bags, umbrellas, clothing, or other objects next to these paths.

Tampering with devices or machinery is forbidden.

## **BEHAVIOUR IN AN EMERGENCY SITUATION**

### *Behaviour in case of injections, cuts, and abrasions*

- 1) Remove any protective clothing or gloves.
- 2) Rinse your hands and the body portion involved.
- 3) Use disinfectant.
- 4) Go to the ER and inform doctors about the causes of the wounds and – if possible – about the biological agent involved.

### *Behaviour in case of accidental ingestion of dangerous substances*

- 1) Go to the ER and inform doctors of the ingested substance.

### *Behaviour in case of fire*

- 1) Inform the janitor and the person in charge of the location, then prepare to evacuate in an orderly way, extinguishing flames and turning off electric devices.
- 2) Only persons trained in the use of extinguishers should attempt to fight a fire.
- 3) In case of an injured person, call immediately the person in charge of first aid (use switchboard). If the fire is in a lab where toxic substances are used, give the safety sheets to the person in charge or to the doctor.
- 4) Leave the building through the nearest exit indicated by signals.
- 5) Activate the fire alarm or call emergency number 115.
- 6) Leave lights turned on and turn off every other electric device.
- 7) The last person who leaves a room must close (not lock) the door.
- 8) Do not use the lift.
- 9) Never open doors that feel hot to the touch.
- 10) Follow the escape route without running or create confusion.
- 11) Do not take away objects or boxes.
- 12) Do not stop near the emergency exits.
- 13) Do not hinder rescuers.
- 14) Follow the instructions of the Safety Plan or given by the rescuers.
- 15) Reach rapidly the exterior assembly area signaled in the emergency plan.

## **BEWARE!**

- 1) Smoke goes high: do not try to escape going to upper floors.
- 2) Stay close to the floor where the air is cleaner.
- 3) If someone catches on fire, make them stop, make them drop to the floor, and smother the flames by grabbing a blanket or a rug and wrapping them up in it (it is better to avoid using extinguishers or water, because the cooling effect could provoke worse consequences than fire).

## **EARTHQUAKES**

- 1) Keep calm and do not scream.
- 2) Drop to the floor against an interior wall or a beam and cover your head and neck with your arms.
- 3) Take refuge under a table or desk. Avoid windows, hanging objects, mirrors, tall furniture, large appliances and cabinets filled with heavy objects.
- 4) Move with caution.
- 5) Do not run toward staircases. Do not use lifts.
- 6) Move forward keeping next to the wall. Before moving, try floors and staircases with your feet.
- 7) Do not use lighters or other flames because of possible gas leak.
- 8) Try to reach a place without trees or the assembly area signaled in the emergency plan.
- 9) If you are outdoors when the shaking starts, avoid buildings and power lines: they could fall. Keep away from factories: there could be accidents.
- 10) Do not wander out of curiosity. It is necessary to avoid dangers.
- 11) Do not use mobile phone nor car. It is necessary to keep phone lines and roads free to facilitate rescuers.
- 12) Follow the instructions given by the rescuers.

## **AFTER THE EARTHQUAKE**

- 1) Ascertain health condition of people around you and the presence of your friends. This helps who is in distress and facilitate rescuers.
- 2) Do not move people who are seriously wounded: this could worsen their condition.
- 3) Move to a clear area, keep away from precarious buildings.
- 4) Do not come back in the University building, if you are not authorized.
- 5) If you are trapped in debris, tap on a pipe or wall so that rescuers can hear where you are.