Emergency Response

Work and Environmental Safety Section
University extension no. 7 74 17
www.uni-tuebingen.de/asi

Fire safety officer

Safety officer

First aid

First aid

University emergency nos.

Fire
Ambulance
Police
Technical control

70 112
70 112
70 110
76 444

Report technical failures to technical control
Emergency nos.: See red sticker on every phone

In case of fire or serious accident

Get to safety

Buildings with fire alarm button
Break glass and press button

Buildings without fire alarm button
At first:
1. Call fire brigade
2. Call technical control

- Keep calm
- Save people before tackling fire
- Help others
- Close doors but do not lock
- Do not waste time searching for valuables
- Switch off equipment or pull the plug
- Switch off gas
- Leave your workplace only when it presents no further danger

Meeting point

- Is anyone left in the building?
- Are there potential dangers in parts of the building?
- Stand by for further instructions

In case of violent attack or threat of attack

- Keep calm
- Call police immediately
- Stay on the line, wait for police instructions
- Do not press fire alarm
- Lock yourself in, barricade room, stay away from windows
- Do not pick up aggressor’s weapon – police may think you are the aggressor
- Hide or cover weapons
- Only when it is safe: leave the building, taking the injured, disabled and visitors with you

First aid

- Remove injured persons from the danger zone
- Inform first aid officers
- Every injury – no matter how minor – must be documented for insurance purposes
- Document injuries in the first aid register (Verbandsbuch) or fill out accident report at doctor’s office

10/2010