

# Regulations on Fire Prevention Management

Established Oct. 9, 1993	Amended Apr. 1, 1997
Amended Mar. 1, 1994	Amended Dec. 24, 1998
Amended Jun. 18, 1994	Amended Jun. 1, 2001

## Chapter 1 General Provisions

**Article 1 (Purpose)** These regulations seek to prevent and minimize personal and property damage resulting from fires by thoroughly taking fire prevention measures at Pohang University of Science and Technology (hereinafter referred to as “University”).

**Article 2 (Scope)** These regulations shall apply to the members of the University (faculty, staff and students) and the residents of the Faculty Apartments.

**Article 3 (Definitions)** The terms used in these regulations shall be defined as follows:

1. Hazardous materials: Ignitable or inflammable substances and objects as set forth in the Fire Services Act
2. Fire brigade members: The members of the voluntary fire brigade of the University

## Chapter 2 Organization and Duties

**Article 4 (Organization)** ① The University shall appoint a fire safety manager in order to put the utmost care in taking fire prevention measures.

② There shall be a fire manager in each room, classified as follows:

1. Principal fire manager: Director of each administrative division and head of each academic department
2. Assistant fire manager: Manager in each room

③ The University may appoint a fire patrol officer who patrols the campus to prevent fires in forests and University premises.

④ A voluntary fire brigade shall be formed with faculty, staff, and students of the University and the residents of the Faculty Apartments as its members.

⑤ If a fire breaks out, the Safety Management Committee shall deliberate on measures to recover from fire damage and prevent the recurrence of fires in accordance with Articles 16 and 17 of the Facility Management Regulations. (Note, however, that if a fire breaks out in the Faculty Apartments, the Chair of the Faculty Apartment Resident Council shall be included among the members of the Safety Management Committee.)

**Article 5 (Duties)** ① The duties of a fire safety manager shall be as follows:

1. The fire safety manager must prepare and maintain a fire prevention plan in accordance with the Fire Services Act.
2. Fire prevention and fire fighting
3. Periodic fire training and drills
4. Maintenance and repair of fire-fighting facilities
5. Other duties related to fire prevention

② The duties of a principal fire manager shall be as follows:

1. The principal fire manager must direct and supervise personnel so that fire-fighting facilities are always maintained properly.
- ③ An assistant fire manager shall assist the principal fire manager and perform assigned duties.
1. The assistant fire manager must make every effort to take full safety measures in handling fire sources and hazardous materials.
2. The assistant fire manager must be familiar with the method of contacting the fire department and relevant institutions in order to contact the fire-fighting institutions promptly and accurately in case of a fire.
3. The assistant fire manager must control the taking-in and taking-out of inflammable and ignitable materials.
4. The assistant fire manager must report to the fire safety manager the use and storage of hazardous materials inside a building and the use of an electric heater.
5. The assistant fire manager must maintain the fire extinguishers provided in his/her room (department), and report any loss or damage to the department in charge in accordance with the Asset Management Regulations.
- ④ The fire brigade members must faithfully perform their assigned individual duties during fires or training sessions.

### Chapter 3 Fire Prevention

**Article 6 (Training and Drills)** ① The members of the University and the residents of the Faculty Apartments must participate in fire training and drills conducted by the University.

② Training and drills shall be conducted in accordance with the fire prevention plan and may be implemented through a professional institution.

③ Those who fail to participate in training or drills or refuse to participate in fire-fighting during a fire may be subjected to appropriate disciplinary measures in accordance with the rules and regulations of the University.

**Article 7 (Patrols)** Patrols shall be divided into campus patrols and forest patrols. Campus patrols shall be conducted concurrently with nighttime and campus security duties, and forest patrols shall be conducted outside of buildings and along the patrol path.

**Article 8 (Fire Reports)** ① As a rule, a person who discovers a fire shall report it following the reporting chain shown in Attachment 1.

② In case of an emergency, the reporting chain in Clause 1 may be bypassed.

**Article 9 (Organization of Voluntary Fire Brigade)** ① In order to prevent fires or other disasters in advance, a voluntary fire brigade must be organized and operated.

② The voluntary fire brigade shall be organized in accordance with the fire prevention plan.

### Chapter 4 Maintenance and Repair of Fire-fighting Facilities

**Article 10 (Maintenance of Fire-fighting Facilities)** The installation, repair and operation of various fire prevention facilities shall be in accordance with fire prevention-related laws.

**Article 11 (Construction of Fire-fighting Facilities)** ① Constructions of fire-fighting facilities shall be managed by the department in charge of facilities management.

② Only products that are fire safety-tested or bear a K.S. mark shall be used for the maintenance

and construction of fire facilities. Matters concerning inspections and contracts shall be governed by the relevant rules and regulations of the University.

**Article 12 (Inspection and Maintenance of Fire-fighting Facilities)** ① The inspection of the fire-fighting facilities with respect to their operations and functions as well as comprehensive detailed inspections shall be conducted by the department in charge of facilities management; monthly inspections shall be performed by the fire managers.

② The maintenance of fire-fighting facilities must be performed by persons with appropriate qualifications in accordance with fire prevention-related laws.

③ To ensure effective maintenance and management of fire-fighting facilities, the fire safety manager must be consulted before remodeling a building or modifying its use.

④ If the results of the inspection of fire-fighting facilities find any item that does not meet the standards set by the law, the fire safety manager may order improvement, modification, or relocation of the relevant facility or temporarily suspend or restrict its use.

⑤ When using welding devices or fires during mechanical, electrical, or repair work, a safety manager shall be appointed, and fire extinguishers shall be placed at the work site before the work begins.

**Article 13 (Maintenance and Management of Hazardous Equipment)** ① The production, storage and transport of hazardous materials shall be in accordance with the Fire Services Act.

② The standards for the production, storage, handling, and management of high-pressurized gas shall be in accordance with Safety Management Regulations of Liquefied Petroleum Gas.

③ To use a hazardous material or gas in a lab, etc., a permission must be obtained from the fire manager of the room beforehand, who shall take appropriate measures to prevent an accident.

## Chapter 5 Awards and Penalties

**Article 14 (Awards and Penalties)** ① The fire safety manager may request the relevant department to award a member of the University when it is recognized that the member has made a significant contribution to protect the University's assets through his/her fire prevention and fire-fighting activities.

② University members who cause fires or accidents by failing to comply with these regulations or neglecting their fire prevention duties or fail to take adequate actions to extinguish fires may be referred to the relevant department for disciplinary action.

## **Chapter 6 Application**

**Article 15 (Mutatis Mutandis Application)** The fire prevention-related laws shall be applied *mutatis mutandis* to matters not set forth in these regulations.

### **Addendum**

These regulations shall be established and take effect on October 9, 1993.

### **Addendum**

These amended regulations shall take effect on March 1, 1994.

### **Addendum**

These amended regulations shall take effect on June 18, 1994.

### **Addendum**

These amended regulations shall take effect on April 1, 1997.

### **Addendum**

These amended regulations shall take effect on December 24, 1998.

### **Addendum**

These amended regulations shall take effect on June 1, 2001.

(Attachment 1)

## Fire Reporting Chain

