



LUNDS UNIVERSITET
Medicinska fakulteten

Instructions for room contact person at BMC and Medicon Village.

- Post your telephone number and other contact details outside the entrance to the room.
- Perform and document a fire safety control, defined below, four times a year.

Check that:

1. the emergency exit is clear, *i.e.* free from equipment and other clutter.
2. the amount of combustible material in the room is at an absolute minimum.
3. the handheld fire extinguisher is where it should be, isn't blocked and is fully functional.
Check that there is a sign showing where it is. Report any faults to BMC Service.

This is an agreement between the parties outlined below and comes into effect from 26-04-2018.
This is a translation from Swedish. If in doubt about the contents, the Swedish version should be followed.

Dpt of Clinical Sciences, Lund	Dpt of Experimental Medical Sciences
Bo Baldetorp, Head of the department	Maria Kempe, Assistant Head of the Department
Dpt of laboratory sciences	BMC Service
Magnus Abrahamson, Head of the department	Gunnar Söderqvist, Operational Manager
Division of Biomedical Services	Dpt of Biomedical Technique, LTH
Caroline Bäck, Head of the division	Johan Nilsson, Head of the department



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Fire Safety Checklist for laboratories to be performed four times a year.

Room:

Room contact person:

Control	Year:				Year:				År:			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
The emergency exit route is free from equipment and other clutter.												
The amount of combustible material is kept to a minimum.												
¹ The handheld fire extinguisher is where it should be, isn't blocked and fully functional. It's position is signposted. Faults are reported to BMC Service.												

1. Only valid if the room is equipped with a handheld fire extinguisher.