# Regarding the university’s automatic fire alarms

The University’s campus buildings are equipped with automatic fire alarms, which are a government requirement. The alarm may not be disconnected, other than by way of exception.

For example, during repair or installation work, or for another reason that is not managed by the property manager and could involve activating the fire or evacuation alarm, the head of operations must contact the head of the building or the property manager before the start of work and request that the fire or evacuation alarm be disconnected. The property owner is the one who decides if the fire alarm may be disconnected. The property owner designs particular fundamental rules concerning the routines.

Turnout from the fire brigade due to an unnecessary alarm will be charged to the operations concerned.

An operation that requests disconnection of sectors included in the fire alarm installation or of detectors assumes the responsibility for sufficient monitoring from the perspective of fire safety within the area where the automatic monitoring is disconnected.

Routines in connection with disconnection of fire and evacuation alarms

The following routines may be good to follow in connection with the desire to disconnect alarms:

1. Contact the property owner/head of the building well in advance. An undertaking of responsibility must be signed.
2. Monitoring of the disconnected area by fireguards must take place; they must:
	* Be very familiar with the premises, and where on the premises the public and staff should normally be.
	* Be able to independently handle evacuation, sounding the alarm, and firefighting equipment.
	* Be equipped as needed in order to alert those on the premises (e.g. speakers or megaphone, whistle or similar).
	* Be able to immediately alert the fire brigade or ambulance via 112.
	* Know where the alarm button for the automatic alarm is, and where firefighting equipment is located.
	* Coordinate extra fire-extinguishing equipment, for example fire blankets during the annual Lucia procession.
3. If the alarm is set off by mistake, call the emergency service centre immediately and tell them what has happened.

Use the following telephone number: 060-10 90 20