



Preliminary Information for Clients and Contractors

“Preliminary Information for Clients and Contractors” of the companies of the BVS Group that send employees to the operating site of the BVS Group

Purpose:

This document informs customers and contractors of the requirements and precautions to be observed with regard to safety and company regulations when working on the premises of BVS Group, in particular in conducting fire tests, but also when providing services for the BVS Group.

This document serves as support for the evaluation of the workplace to which customers and contractors of our companies deploy their employees.

This document is part of the General Terms and Conditions of the companies of the BVS Group. [General Terms and Conditions of BVS - Brandverhütungsstelle für Oö reg.GenmbH](#)

To be observed in general:

- The workplace evaluation must be carried out by the employer of the seconded personnel! Mutual agreement and coordination must be carried out with the BVS Group personnel.
- All safety and hazard instructions of the BVS Group as well as the principles of hazard prevention in accordance with § 7 of the Austrian Health and Safety at Work Act must be complied with and observed!
- The safety instructions of our employees must be followed without exception!
- Appropriate personal protective equipment must be brought and used for the work to be carried out!
- Safety shoes must be used for assembly work (for fire tests)!
- Helmets must be worn without exception during crane and test operations!
- A work area is assigned for assembly work (for fire tests)!
- The traffic routes marked in green must be kept clear!
- Other people may be present in the assigned work area, so mutual agreement and consideration must be ensured (coordination obligation)!
- Only safe and tested work equipment is to be used!
- It is possible to use special work equipment from the BVS Group on request (crane, forklift, scissor lift). Proof of specialist knowledge (forklift crane licence) must be submitted in advance.



- The provision of special work equipment by the BVS Group is voluntary. The customer is not entitled to demand availability. Use by the BVS Group has priority! The user is responsible for visually checking the operational safety before use. Before introducing and working with hazardous substances (e.g. paints, foams, mortar, cleaning agents, etc.), our responsible personnel (safety management) must be informed. Safety data sheets must be presented, and their specifications adhered to!
- Every external person must register without exception!
- Parking is only permitted in the designated areas!
- Photography and filming are prohibited. All information and observations of circumstances on site must be treated confidentially!
- Set-up work must be carried out during our normal working hours from Monday to Thursday, 7:00 am - 5:00 pm and Friday 7:00 am - 12:30 pm!
- For the consumption of food and drink, observance of rest periods, change of clothing and cleaning, only the lounge and sanitary facilities provided are to be used.

In the course of fire tests, the following shall be observed in particular:

- The "test zone" set up by our personnel in front of the respective test stand is to be regarded as a danger zone. The test zone marked by markings (e.g. barrier chain) may only be entered by previously instructed and authorised personnel. Entering the restricted zones is strictly prohibited. The instructions of the personnel must be followed! In particular, the request to clear the test zone must be complied with immediately.
- Entering the test zone is only permitted with complete and functional PPE! This PPE consists of a hard hat with face protection, "fireproof outer clothing (quality e.g. welder's clothing, fire brigade clothing), safety shoes and gloves.
- In the event of non-compliance with the safety instructions, entering the restricted zones, removal of the PPE and other violations of the safety measures etc., the attempt will be cancelled (no reimbursement of costs will be made).