

LOST & FOUND

Found property can be deposited with and collected from the porter. The University of Vienna is not liable for any lost property and valuables.

LOCATIONS/CONTACT PORTER

Althanstraße 14 – UZA I, 1090 Vienna
T + 43-1-4277-14967

Althanstraße 14 – UZA II, 1090 Vienna
T + 43-1-4277-14966

Dr. -Bohr -Gasse 9, 1030 Vienna
T + 43-1-4277-12894

Gymnasiumstraße 50, 1190 Vienna
T + 43-1-4277-12888

Oskar Morgenstern-Platz 1, 1090 Vienna
T + 43-1-4277-12884 or 12880

Schottenbastei 10-16, 1010 Vienna
T + 43-1-4277-12885

Spitalgasse 2, 1090 Vienna
T + 43-1-4277-12887

Universitätsring 1, 1010 Vienna
T + 43-1-4277-12881 or 12882

Universitätsstraße 7, 1010 Vienna
T + 43-1-4277-12883

The latest information on this can also be found under:

<http://www.univie.ac.at/ueber-uns/standorte-plaene/portierinnen/>

LICENCES ARE REQUIRED FOR

- Film and sound recordings for commercial purposes
- Billposting and notices
- Sales transactions and goods distribution for commercial purposes
- Collecting money or signatures (also for charity purposes)
- Promotional activities
- Events which are not part of the study programme (Contact +43-1-4277-17676)

ABOUT US

Facility and Resources Management (Raum- und Ressourcenmanagement)

We are in charge of the entire Facility Management of the University of Vienna. Hereby, we are responsible for the provision of all required resources and services, including the requirements of technical safety at work. Our main objective is to provide the best possible services for all units and staff members of the University to ensure the smooth-running of the research, teaching and administration.

Raum- und Ressourcenmanagement

T +43-1-4277-777

rrm.service@univie.ac.at

<http://rrm.univie.ac.at/>



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Raum- und
Ressourcenmanagement

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Safety Instructions

For Students and Visitors



WELCOME TO THE UNIVERSITY OF VIENNA

The University of Vienna was founded by Duke Rudolph IV in 1365 and is one of the oldest and largest Universities in Europe. It is also the largest educational and research institution in Austria. The premises of the University of Vienna offer ample space for research, teaching and studying. Let us use this premises responsibly, resource-friendly and in a mutually considerate manner.

OUR OPENING TIMES

are listed under:

<http://www.univie.ac.at/ueber-uns/standorteplaene/portierinnen/>

RULES AND REGULATIONS

can be downloaded from:

<http://satzung.univie.ac.at/hausordnung>

General Fire Safety Regulations and General Laboratory and Workshop Regulations: <http://rrm.univie.ac.at/download/>

SECURITY & EMERGENCIES

In case of accidents, emergencies, hazardous situations etc. our security team provides assistance around the clock.

Contact the security team under **+43-664-60277-12700**

FIRE SAFETY

Security installations, fire-fighting equipment and fire detection systems are clearly marked. These must not be tampered with, rendered inoperative or removed.

Emergency exits and escape routes must be kept clear at all times and must not be constricted.



In case of alarm and evacuation of the building, please follow the marked escape routes and obey the instructions of the security personnel.

What to do in an Emergency

1. Life-Saving Measures

- **Keep Calm!**
- Secure the hazard zone
- In case of severe blood loss > stop the bleeding
- Check:

Breathing	Consciousness	
Yes	No	Recovery position
No	No	Reanimation after contacting Medical Services

2. Emergency Call

- **Where** is the scene of the emergency? (building, entrance, floor, room)
- **What** happened?
- **How many** persons are affected?
- **Which** injuries / sickness?
- **Wait** for further questions!

Contact:
1. Ambulance: 144
2. Send a person to the entrance
(direct the Ambulance)
3. Porter

3. Further First Aid

- Secure the accident scene
- Keep the injured person calm
- Attend to the wounds (aseptic wound dressing)
- Relieve pain (e.g. leg elevation)
- Keep onlookers away
- Protect yourself

Further emergency phone numbers:

Poison Control Centre0-406 43 43	Doctors on Call 141
Fire Brigade 122	Security Services Team 01 4277 12700
Police 133	Customer Service RRM 01 4277 777
EU-wide Emergency Number .. 112	

GENERALLY APPLICABLE TO ALL BUILDINGS AND PREMISES OF THE UNIVERSITY OF VIENNA



Smoking ban



Tampering with fire, open flames and flammable liquids strictly forbidden.



Mandatory, prohibition and warning signs must be adhered to and should not be removed or tampered with.



Access restriction: stay clear of the marked danger zones.



No animals allowed ...



... except guide dogs, assistance dogs and security guard dogs.



Excessive noise prohibited.



No use of sports equipment inside the buildings.



Possession and use of weapons of any kind strictly forbidden.