

Annex to the Employment Contract – Occupational Safety

1. Jacobs University Bremen is a member of the Hamburg administrative employers' liability insurance association, Pappelallee 35 – 37, 22089 Hamburg. Each employee is insured there against industrial accidents.
2. Should travel and/or industrial accidents occur, the superior and the Personnel Department must be informed immediately and a doctor must be consulted.
3. The employee shall undertake to read, understand, make enquiries should any details be unclear, and observe the accident prevention regulations and company directives as well as the rules of the department (laboratory, etc.) in which work is carried out.
4. Order and cleanliness must always be observed at the workplace (e.g. stumbling places, waste, smoking ban, residual materials, fire extinguishing equipment, keeping transport and escape routes free, etc.)
5. All installations and equipment must be subjected to a visual inspection prior to use.
6. Ladders and scaffolding are a particular accident blackspot. The employee must ensure that they are in a faultless condition and stable during use.
7. When storing or transporting materials attention must be paid to quantity, weight and temperature; if necessary hazard identification must be carried out.
8. When disposing of waste, cleaning agents and hazardous substances, the instructions and regulations must always be observed.
9. Each employee must inform him or herself about fire protection, escape routes, first aid and the locations of telephones with distress call and alarm telephone numbers at his or her workplace.
10. Personal safety equipment must be handled and used with care.
11. Gender-specific rules are only allowed if they are necessary for biological reasons (e.g. maternity protection, exposure to radiation, hygiene).
12. Special care is required when working on installations, machinery, devices and lights driven by electrical energy.
13. When using mechanical aids and tools the operating instructions must be observed.
14. When using Jacobs University vehicles the following must be complied with: Statutory provisions must be observed. The employee must handle the vehicles with extreme care. The employee must check the roadworthiness of the vehicle before starting a journey. A speed limit of 10 km/h applies on the campus.

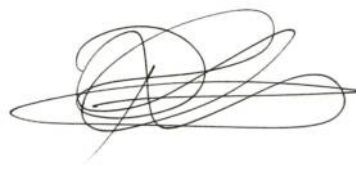
I have read and understood the above-mentioned instructions. I have been briefed about my job at my workplace.

PRIONTU CHOWDHURY

Name

Bremen/09.06.2021

Place / date



Signature