

House Rules Fraunhofer IIS

§ 1 Scope / General

(1) The Fraunhofer Institute for Integrated Circuits IIS with its outer sites and premises ("Fraunhofer IIS") is an institution of the non-profit, partially publicly funded research association Fraunhofer-Gesellschaft zur Förderung der angewandten Forschung e.V. ("Fraunhofer-Gesellschaft").

(2) These house rules serve to ensure safety and order on the premises of Fraunhofer IIS. The house rules apply to all Fraunhofer IIS premises in the main and auxiliary buildings of its sites, with the exception of the sites of the Division EAS, as well as to the associated open spaces including facilities, unless regulations that are more specific have been made for a certain site in individual cases.

(3) The provisions of these house rules shall be observed by all persons working at Fraunhofer IIS (including persons working for subcontractors or subtenants) as well as by all persons staying on the premises of Fraunhofer IIS and on the associated open spaces located in front of them.

(4) The premises of Fraunhofer IIS shall be used with the greatest possible care for the buildings, equipment, and other inventory, and with the most economical use of energy.

§ 2 Exercise of domiciliary rights

(1) The members of the Institute Management of Fraunhofer Institute for Integrated Circuits IIS (Institute Management) shall exercise the domiciliary rights.

(2) The Institute's domiciliary rights may also be exercised by persons appointed by the Institute's management in general or in specific cases (security service, etc.).

(3) In the event of imminent danger, other permanent employees of the Institute may also exercise domiciliary rights.

(4) The orders of the persons responsible for the execution of the domiciliary rights according to paragraphs (1) to (3), which they make in particular for the maintenance of order including cleanliness, peace and security, must be obeyed.

§ 3 Security and order

(1) Buildings, facilities, guest rooms, equipment, installations and open spaces with their installations may only be used in accordance with their intended purpose. Exceptions require prior approval. Any sublease of premises for use by external parties requires prior written agreement. Guests must register at the reception desk, may be required to maintain confidentiality, and must wear a visible guest badge during their stay in the non-public area of Fraunhofer IIS. The site canteens are generally not open to the public.

(2) Efforts shall be made to prevent damage of any kind, especially by fire, theft, burglary, or property damage, and to ensure that all facilities are used properly. Rooms and inventory are to be treated with care. Anyone causing damage to the building or inventory of Fraunhofer IIS shall be liable for such damage within the scope of the statutory provisions.

(3) When leaving the rooms of Fraunhofer IIS, windows are to be closed and, if possible, lights and other electrical equipment are to be switched off. Valuables must be stored in a safe place. The respective users are responsible for locking cabinets and/or desks. Keys, access cards or access chips are to be kept in a safe place.

(4) Accident prevention devices shall be maintained in a usable condition at all times. They may not be removed or rendered ineffective. The absence of protective devices, defects or other irregularities that are likely to cause an accident must be remedied immediately or reported to the site reception desk or the security service. Any damage, defects, irregularities or special occurrences found shall be reported immediately.

(5) Cleanliness is to be observed on the premises of Fraunhofer IIS and on the associated outdoor areas including facilities. Waste may only be disposed of in the containers provided for this purpose.

(6) Motor vehicles, bicycles, motorcycles, mopeds, etc. may only be parked in the designated areas. Dedications for specific parking spaces must be observed (rental vehicles, guests, etc.). On the drivable part of the Fraunhofer IIS premises, the official road traffic regulations, (Straßenverkehrsordnung, StVO) apply accordingly. Walking speed applies.

(7) For the use of the IT infrastructure of Fraunhofer IIS, including the use of the Internet via LAN or WLAN with own devices, the IT user regulations of the Fraunhofer-Gesellschaft must be observed.

(8) Open fires are strictly prohibited on the premises.

(9) Barbecues are only permitted outdoors in the designated areas and in individual cases with prior permission. Attention is drawn to the validity of the fire protection regulations (notices).

§ 4 Behavior in case of emergency

(1) See fire safety regulations (notices). In the event of a fire alarm, the premises of Fraunhofer IIS must be evacuated by the quickest route. In this case, only the stairs and emergency staircases may be used. Use of the elevators is prohibited.

(2) Emergency exits are marked as such. Escape plans are posted at the reception desk of the respective location as well as in the corridors. Assembly points are located outside the respective buildings and are signposted.

(3) Emergency notification, fire department, emergency doctor, rescue service: telephone number **112**.

(4) In the event of disruptions to operations (e.g. due to damage that has occurred, theft and break-ins), immediate notification should be made at the site reception or to the security service.

§ 5 Operations requiring approval

The following activities are subject to prior written approval in the premises and outdoor areas operated or provided by Fraunhofer IIS:

- 1) Displaying posters, banderoles, banners, wall newspapers (notices), etc.
- 2) Distribution of external printed matter of any kind
- 3) Photography and filming, especially by external parties on the premises of Fraunhofer IIS including its outdoor facilities. In individual cases, guests may be required to turn off or surrender recordable (electronic) devices before entering non-public areas of Fraunhofer IIS. Requests in this regard should be directed to the Corporate Communications Office.
- 4) Conducting surveys by external persons
- 5) Any conduct of sales transactions and other distribution of goods, except on designated and approved premises.

§ 6 Prohibited activities

The following activities are prohibited in the training rooms and other premises and outdoor areas including facilities operated or provided by Fraunhofer IIS:

- 1) Any behavior likely to disturb the peace, order, and safety in the buildings, rooms, and/or outdoor areas of Fraunhofer IIS, to damage the rooms and equipment, and/or to harm the reputation of Fraunhofer IIS.
- 2) Bringing along animals
- 3) The overnight stay of external persons in the premises of Fraunhofer IIS with the exception of the Research Campus Waischenfeld,

- 4) Any party-political activity, spoken or written,
- 5) Blocking or obstructing any access and circulation areas, especially escape and rescue routes and special accesses for severely disabled persons.
- 6) Smoking within the premises of Fraunhofer IIS.

§ 7 Violations of the house rules

- (1) Violations of the house rules must be reported immediately to a person according to § 2 subsections (1) to (3). Violations of the house rules may result in a ban from the premises. Punishment for violations shall be in accordance with the general legal provisions.
- (2) All unlawful and culpable actions, which arouse the suspicion of fulfilling a punishable offense, according to the provisions of the Criminal Code, shall be reported to the police or the public prosecutor's office by means of a report to the institute management.
- (3) In the event of imminent danger, i.e. if criminal acts involving bodily harm, physical insults, significant damage to property, etc. are committed, making immediate measures to avert danger appear necessary, all employees of Fraunhofer IIS are entitled and obligated to take all measures appropriate to avert danger and damage to Fraunhofer IIS and its employees or guests. The institute's management must be informed of such measures immediately.
- (4) In the event of violations of the house rules, the house rules representatives are entitled to expel the person causing the disturbance from the premises of Fraunhofer IIS with immediate effect.

§ 8 Liability

- (1) Fraunhofer-Gesellschaft shall be liable only in cases of intent or gross negligence. This limitation shall not apply to injury to life, body or health.
- (2) No liability whatsoever shall be assumed for damage to or loss of private property in the training rooms and other rooms, lockers, checkrooms and associated outdoor areas including facilities of Fraunhofer IIS. The respective users are responsible for locking their rooms, lockers and/or desks. The keys or keycards must be kept in a safe place.
- (3) Liability for luggage to be stored as well as motor vehicles and bicycles parked on the premises of Fraunhofer IIS is also excluded.
- (4) In principle, Fraunhofer-Gesellschaft shall not be liable for the areas made available to its subtenants or subcontractors or for any damage caused by its subtenants/subcontractors or their employees.
- (5) Furthermore, Fraunhofer-Gesellschaft shall not be liable for any damage caused by the operation or use of electronic devices, computers, terminals, network access and the like by guests of Fraunhofer IIS.

§ 9 Lost and Found

Lost property must be handed in at the reception desk of the respective Fraunhofer IIS location or the security service, where it will be temporarily deposited. Valuable items handed in in this way will then be regularly handed over to the lost property office of the responsible authority at the respective Fraunhofer IIS location.

§ 10 Public relations

At events held on the public premises of Fraunhofer IIS, film, image and sound recordings may be made, on which individual guests at the event may also be recognizable. Guests at these events agree that these recordings may be published in the context of media coverage of these events as well as on the Fraunhofer IIS website or the Fraunhofer-Gesellschaft website.

§ 11 Supplementary regulations

(1) Any supplementary regulations and user regulations (e.g. IT user regulations, Fraunhofer IIS fire safety regulations, any pandemic-specific regulations, etc.) must be observed.

(2) Reference is made to the validity of the German Youth Protection Act (JuSchG), the German Federal Immission Control Act (BImSchG), the Bavarian Immission Control Act (BayImSchG) in their respective current versions, and other relevant safety regulations.

(3) The invalidity of individual components of these house rules shall not affect the validity of the remaining components.

§ 12 Entry into force

These House Rules shall enter into force upon posting.

Erlangen, 01 September 2022

Signed Dr. Peter Dittrich, Administrative Director, Deputy Director of the Institute