

**LABORATORY REGULATIONS**  
**DEPARTMENT OF**  
**ELECTRICAL ENGINEERING AND INFORMATION TECHNOLOGY**  
**AT THE**  
**UNIVERSITY DUISBURG ESSEN**

- 1 The laboratory regulations hold for all laboratory rooms. Their purpose is to prevent personal injury and damage of objects.
- 2 The work in the laboratories of the department is permitted only after participation in the mandatory general instruction “the health hazard of the electrical current” by a professor.

Before beginning of the work in the laboratory each student has to confirm that she/he has taken part in the mandatory general instructions mentioned above by a written explanation. The responsible lab leader and the supervisors are authorised to check the state of knowledge about the health hazard of the electrical current and may suspend students with insufficient knowledge at any time.

- 3 Each student has to make himself familiar with the setup, the function and service of the used equipment before closing the circuit. It is in the responsibility of the student to be informed about safety arrangements like the emergency shut-off of the system.
- 4 Please apply the safety precaution according to the VDE\* - security policies while working with operational voltage above 50 V. Any change of the circuit during operation is strictly forbidden. The main switch has to be turned off before any intervention in the circuit is performed. The operator has to assure himself of the fact that the connection to the voltage source is interrupted. Do not touch unisolated current conducting parts of such circuits during operation under any circumstances.
- 5 The experimental work on circuits with operating voltages above 50 V is only permitted in the presence of at least of two instructed persons.
- 6 The required equipments for the experiment are dispensed by the instructor or a responsible person. Students may not take or replace equipment from the laboratory cabinets without explicit permission. Lifting and moving of devices which are sensitive to vibrations is only allowed under the guidance of the supervisor.
- 7 The responsible person has to be immediately informed about defective equipment and erroneous measuring instruments.
- 8 If equipment is damaged due to non-observance of lab regulation as well as intended rough or careless handling, the causer of damage will be held personally responsible.
- 9 Accidents will be considered as caused by one's own fault, if it is evident that the lab regulations were ignored.
- 10 This general laboratory regulation is complemented by supplementary lab regulations in laboratories where special hazards occur, for example, by extremely high voltages, rotating machinery parts or chemical substances.

**For internships participants it further holds:**

- The student has to be theoretically well prepared and equipped with the required tools such as practical documents, calculator and Drawing equipment. He has to appear in time.
- A proper physical and mental constitution is the precondition for participation in an experiment (alcohol, drugs and overfatigue increase the risk of accidents). Students, who suffer from dizziness or illnesses which may cause accidents have to inform the lab supervision before starting the experiment.
- Smoking is forbidden in the laboratories! Irresponsible and undisciplined behaviour leads to the exclusion from the experiment.
- The experimental circuits shall be built up in dead-voltage according to the practical documents. Equipment, cables and other objects which are not part of the circuit have to be removed from the working area before switching-on.
- The supervisor performs the first switch-on of the experiment after inspection.
- After finishing the experiment, the supervisor has to be informed. The result of the experiment, tables (charts) and diagrams have to be presented to him. Dismounting of the circuit (test arrangement) has to be done only on his order.
- The workplace has to be left in proper and tidy condition!

\*The VDE is the German Association for Electrical, Electronic and Information Technologies