

7/A. STUDENT ACCIDENT SAFETY REGULATIONS(SASR) 20221

The Rector of the Dharma Gate Buddhist College, pursuant to Act CCIV of 2011 on National Higher Education (NHEA), Act XCIII of 1993 on Occupational Safety (Mvt.), Government Decree 5/1993 (XII.26.) MüM issued for its implementation, as well as the rules, professional guidelines and positions laid down to establish and maintain a healthy and safe student environment, makes the observance of the following Regulation compulsory in all institutions and units of the Dharma Gate Buddhist College.

1. Purpose

The purpose of this Regulation is to ensure the undisturbed education of the students of the Dharma Gate Buddhist College under healthy and safe conditions. It regulates the prevention of accidents and, where possible, illnesses, as well as the procedures to be followed in the event of an accident, designating the responsible persons for the related tasks. Those involved in maintaining safe conditions and in accident prevention are required to cooperate in the course of their activities.

2. Scope of Application

Personal scope:

This Regulation applies to all students and instructors of the College, to all natural persons in any form of employment relationship with the College, and to those who perform work personally under a subcontracting agreement in the College's institutions.

Temporal scope:

This Regulation enters into force on the day following the decision of the College Senate, and remains in force until amended or revoked. The provisions of the Regulation shall also apply to pending cases.

Material scope:

This Regulation primarily applies to student legal relations, and secondarily to other relations linked to students (instructors, student administrators, support staff).

Territorial scope:

This Regulation applies to the premises owned or rented by the Dharma Gate Buddhist College for educational and other purposes related to student studies.

3. Students' Rights and Obligations for Accident Prevention

Every student has the right to study under healthy and safe conditions. Students shall not be disadvantaged if they raise concerns in writing or verbally to any body or person of the College in order to maintain healthy and safe conditions.

Students have the right, in case of a perceived danger, to leave the study premises for their own safety and health, simultaneously signalling this fact, and to warn others to do the same.

Students' obligations:

- attend education in a state suitable for learning, in accordance with their timetable;
- behave and cooperate with other students, instructors, staff of the College and others present in such a way that does not endanger their own or others' physical safety and health, and does not cause material damage;
- ensure before use that the study equipment and devices provided are in safe condition, use them properly, protect them as required according to the occupational safety training received, and return them safely (e.g. switched off, disconnected) after use;

¹ Prepared by Miklós Hegedűs, occupational safety engineer, occupational safety expert of the Hungarian Chamber of Engineers. Certificate number: 35/2014M. Approved by the Senate by Resolution 28/2022 (07.14.) dated 14 July 2022.

- immediately report any injuries or faults to the competent person and suspend use until the fault is corrected.
- Students are also obliged to:
- wear clothing appropriate to the season, climate conditions and accepted customs in the College premises to ensure their safety and prevent illness;
 - maintain order, discipline, and cleanliness throughout their stay on College premises;
 - acquire the occupational safety and accident-prevention knowledge necessary for their presence on College premises, and apply it consistently;
 - eliminate, or request measures to eliminate, hazardous irregularities, disturbances or malfunctions to the extent expected, without endangering their own or others' safety and health;
 - immediately report any accidents, injuries, or sudden illnesses they observe or suffer.

4. Occupational Safety Training

Students must receive occupational safety training. Theoretical occupational safety training – supplemented by fire safety training (hereinafter: training) – is conducted at the beginning of studies (academic year/semester), linked to a subject as prescribed in the curriculum.

- The Rector of the College approves the training syllabus;
- its organisation is the responsibility of the Academic Affairs Office;
- the training is compulsory for all new entrants (including late joiners);
- the training must be provided in writing or orally in a language understood by the students;
- the training must be documented in writing, on an attendance sheet attached to the syllabus, with the date and names of participants, signed by all students attending. – the training must be documented in writing, on an attendance sheet attached to the syllabus, with the date and names of participants, signed by all students attending. These documents must be retained by the College for five years.

If significant changes occur in the learning conditions at the College institutions during the validity of the training (semester), the relevant part of the training must be repeated according to the modified (partial) syllabus.

Practical occupational safety training (hereinafter: practical training) includes teaching and practising accident-prevention knowledge requiring active student participation. Specialised practical training must be given before starting any practical classes prescribed by the curriculum, covering the specific occupational safety and accident-prevention requirements, in the same manner as the general training and duly documented.

Sports classes, curriculum-based physical practices:

- yoga, chi-kung (tai chi) and Tibetan yoga; Buddhist pilgrimage; and
- within meditation courses, static or dynamic physical exercises (e.g. ritual dance): the instructor is obliged to draw students' attention to the related risks and the ways to avoid injuries.

After all training, the College is still obliged to provide appropriate supervision in its institutions. The type of supervision depends on whether it takes place during or outside of class hours.

5. Safe Educational Activity

The rules on education – including safety requirements – are contained in the Study and Examination Regulations and other regulations of the College. Any part of the educational process not covered therein must have its safe conditions determined by the instructor concerned.

Only tasks suitable for the student's physical and mental capacity, not endangering health or safety, and for which the student has adequate knowledge, may be assigned. At the start of any activity, the instructor must check the safe condition of the premises and equipment.

In case of a detected malfunction – if it cannot be safely repaired by the instructor or students, or if they are not authorised – the hazardous equipment or condition must be eliminated and appropriate repair measures initiated. Students may not remain unsupervised near dangerous equipment.

The use, operation, maintenance, and repair of electrical devices must follow the prevention strategy of the College.

It is forbidden to give instructions endangering health or safety. Educational activities must be interrupted when

hazards are detected, and sources of danger must be isolated until safety is restored.

6. Individual and Collective Protection

Everyone present in College institutions is entitled to the same level of protection, regardless of status, legal relationship, or duration of presence. A collective protection system is not required in College institutions.

The rules for the provision of personal protective equipment at the Dharma Gate Buddhist College are set out in a separate regulation. Where required, use of such equipment is mandatory. Anyone failing to use the prescribed protective equipment despite warnings may not continue the activity/work. Where vaccinations are required for certain activities, they may only be performed by persons with valid vaccination. Prescribing and administering vaccinations is the responsibility of the occupational health provider; students and staff are obliged to attend.

All institutions of the Dharma Gate Buddhist College are suitable for occupancy, with proper hygiene continuously ensured. The College provides for this as recorded in its workplace risk assessment documentation. Under extreme weather conditions, hot/cold protective beverages may be provided on College premises.

Outdoor activities may only be held under conditions that ensure comfort. Outdoor sessions should be avoided in direct sunlight, rainy weather, or in cases of extreme wind. Every College building must be equipped with first-aid supplies and a room suitable for first aid, sized to the maximum number of persons who may be present at the same time, and their location must be clearly marked.

During operating hours (opening hours) a trained first-aid provider must be continuously present on College premises. The person's name and contact details must be clearly displayed.

7. Procedures in Case of Accident

The Dharma Gate Buddhist College does everything to prevent and avoid (student) accidents in its institutions; nevertheless, such events may still occur. For accidents on College premises, it is irrelevant whether they involve a student, instructor, employee, subcontractor, or guest: saving lives and minimising harm to health take precedence.

Rescue of the injured person(s) must be carried out without endangering the health and safety of the rescuer(s).

After rescue (or, if this is not possible, at the accident site), first aid appropriate to the nature of the injury must be provided without delay, and emergency services must be notified immediately as needed.

Emergency phone numbers are posted in College buildings.

Any accident or sudden illness in any College institution must be reported by the observer to the instructor or to any College administrator. In the event of a serious (occupational) accident, the Rector, the Vice-Rector and the Head of the Rector's Secretariat must be notified on behalf of the College, and the occupational safety authority and the competent police station must also be informed without delay.

Concealing or late reporting of accidents or sudden illnesses constitutes a disciplinary offence by the student concerned under the Disciplinary and Compensation Regulations forming Annex 3 to the Student Requirements System (HKR): "A student bears disciplinary responsibility for conduct within the College by which they intentionally or with gross negligence breach the order of the College or of its facilities, or which violates legislation, College regulations or house rules.

Every accident or sudden illness must be recorded in writing and submitted to the Academic Affairs Office. Every accident or sudden illness must be recorded in writing and submitted to the Academic Affairs Office. These records must be retained for five years. All accidents are entered in the occupational accident register in accordance with the College's Occupational Safety Regulations. The College keeps separate registers for employees' accidents and for accidents involving students and other persons.

A person delegated by the Student Representation (HK) of the College's Student Government is entitled to participate in the investigation of student accidents.

The investigation of occupational accidents qualifies as professional occupational safety activity; that is, only an occupational safety expert may conduct it, and the expert submits the closed report to the competent authorities.

One copy of the investigation file must be given to the injured person (or their legal representative), and in the event of a fatal accident to the next of kin. One copy of the investigation file must be given to the injured person (or their legal representative), and in the event of a fatal accident to the next of kin. Student accidents are not occupational accidents under the Act, yet their professional investigation may not be omitted. A staff member designated by the College investigates every reported accident or sudden illness, acts in the specific case, and, where necessary, involves an occupational safety expert performing professional activities. Preventive measures are adopted and implemented (or commissioned) to prevent similar future accidents. In addition to accidents, the College must investigate any occupational illnesses that come to its attention, including cases of increased exposure.

Procedure in case of near miss/hazardous incident

A near miss must be investigated with the same care and detail as actual accidents (however, the investigation file need not be sent to any external body). The purpose of investigating near misses is explicitly preventive; therefore, the necessary lessons must be incorporated into subsequent occupational safety training.

8. Handling Emergency Situations

For the proper management of extraordinary situations and emergencies arising during the College's primary educational and other ancillary activities, the Rector appoints an emergency coordinator. The coordinator may only be a person who is present on site (in the specified building) during the designated time interval and is capable and trained to manage emergencies. Information on the emergency coordinator (name, job and position) is made available on the Academic Affairs Office noticeboard or on the website.

9. Compensation for Damage Affecting Physical Safety and Health

If, within the scope of this Regulation, a student suffers an accident or health impairment attributable to a cause identifiable within the College's sphere of control and the College's unavoidable liability is established, the College must compensate the damage caused. The College is exempt from liability in cases of suicide (or attempt), self-inflicted injury/damage, accidents occurring while the injured person is intoxicated or under the influence (not reasonably detectable by the College in advance), and accidents occurring en route (commuting accidents).

The injured party is invited in the College's written decision to submit their claim within 15 days of the accident.

At first instance, compensation claims fall within the competence of the Financial Director, within the general administrative time limit set out in the General Student Procedural Code (HÁER) 2.7.1.

Detailed rules concerning compensation matters involving students are contained in the Disciplinary and Compensation Regulations (FKSZ) of the Student Requirements System.

10. Closing provisions

This Regulation forms Annex 7 to the Student Requirements System (Volume II of the College Regulations) and is adopted with the approval of the Senate.

Prepared by: Miklós Hegedűs, occupational safety engineer (CE-MM Ltd.), occupational safety expert of the Hungarian Chamber of Engineers. Certificate number: 35/2014M.

This Regulation was approved by the Senate of the Dharma Gate Buddhist College by Resolution 28/2022 (07.14.).

This Regulation entered into force on 15 July 2022, replacing the previous Regulation prepared by certified occupational safety expert Beáta Torma and adopted by the Senate by Resolution 10/2017 (02.23.), effective from 23 February 2017.

Dated: Budapest, 14 July 2022.

Gábor Karsai rector