



C4.8

Fire Safety Regulations

Measures for the Prevention of Fires, Conduct during Fires and Emergency Situations

Introduction

Fraport AG has produced these Fire Safety Regulations (in German: Brandschutzordnung, abbr. BSO) in order to comply with the statutory requirements of traffic, building, environmental and fire safety laws. *They are a supplement to Part II, Section 5 "Safety Regulations" of the C2.1 Airport User Regulations.* The Fire Protection Regulations are the summary of basic rules for fire prevention and the self-help measures to be taken in case of fire or other dangerous events. They provide information on the measures of preventive and defensive fire protection.

The Fire Safety Regulations are organized according to German standard DIN 14096 and address:

- in section 1, all visitors at Frankfurt Airport (**Part A**),
- in section 2, all persons on the grounds of Frankfurt/Main Airport who, on account of their regular access, have an airport identification card (**Part B**),
- in section 3, all persons with special fire protection duties on the grounds of Frankfurt/Main Airport (**Part C**).

The Fire Safety Regulations serve:

- the safety of passengers, visitors and employees
- the protection of the environment
- the preservation of jobs and the protection of corporate values and thus the public interest.

Leaseholders, companies and government agencies located at Frankfurt Airport can develop their own fire safety regulations, the document has to be coordinated with the Airport fire department, fire prevention section prior to publishing

The fire safety regulations of the above parties must not contradict Fraport AG's Fire safety Regulations.

Version

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1. Fire Safety Regulations – Part A



The rules directed at visitors are set out in the following poster.



Brände verhüten Prevent Fire

Verhalten im Brandfall In case of fire

Ruhe bewahren Keep calm

	
Brand melden	Report the Fire
<ul style="list-style-type: none">• Druckknopfmelder betätigen• Telefon: 112• Handy: 069 690 112	<ul style="list-style-type: none">• Push the alarm button• Phone: 112• Mobile: 069 690 112

	
In Sicherheit bringen	Evacuate the area
<ul style="list-style-type: none">• Gefährdete Personen mitnehmen• Türen schließen• Gekennzeichneten Fluchtwegen folgen• Aufzug nicht benutzen• Auf Anweisungen achten	<ul style="list-style-type: none">• Help others who are in obvious danger• Close the doors behind you• Follow designated escape routes• Do not use elevators• Follow instructions

	
Löschversuch unternehmen	Start fire fighting
<ul style="list-style-type: none">• Feuerlöscher benutzen• Wandhydrant/ Löschschauch benutzen	<ul style="list-style-type: none">• Use fire extinguisher• Use fire hose or wall-mounted fire hose reel

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2. Fire Safety Regulations – Part B

2.1 Introduction

Part B of the Fire Safety Regulations apply to all persons holding an airport identification card, due to their regular presence at Frankfurt/Main Airport. They provide information on measures for the prevention of fires and conduct during fires. All persons are required to contribute to the prevention of fires and other accidents as well as panic by exercising the utmost caution. Employees must inform themselves and be informed of the fire hazards in their area of work and the measures to be taken in case of danger.

2.2 Fire Prevention

- Open flames are prohibited.
- Smoking is only permitted in designated areas and identified smoking facilities.
- Tobacco remnants must be disposed of exclusively in the containers provided for this purpose.
- Outside the designated workplaces, work liable to start a fire must only be performed with the approval of the Airport fire department, fire prevention section
- Private electrical equipment must be operated only with supervisor approval. Such equipment must comply with VDE (German Association for Electrical, Electronic + Information Technologies) regulations and DGUV (German Social Accident Insurance) provision 3.
- The accumulation of waste materials and easily combustible substances at the workplace must be avoided.
- Indications of a fire (smell of fire, smoke formation) must be investigated immediately.

2.3 Spread of Fire and Smoke

- The functionality of fire barriers, smoke barriers and smoke and heat extraction systems must be ensured at all time. Fire and smoke doors must not be wedged, tied open or similarly impaired in their function.

2.4 Emergency Escape Routes

- Emergency escape routes as well as access areas for the airport fire department must be kept clear and accessible at all times!
- Safety signs and the emergency escape route plans displayed must not be concealed or covered up!
- You are required to memorize the emergency routes at your workplace.

2.5 Alarm Systems and Fire-Extinguishing Devices

- Alarm systems are manual call points and telephones.
- Fire-extinguishing devices are fire extinguishers and wall hydrants.
- Everybody is required to inform himself/herself about the location of alarm systems and fire-extinguishing devices in the vicinity of the workplace. Supervisors provide

theoretical instruction in the operation of the equipment as part of the annual fire safety training.

2.6 In Case of Fire

- Keep calm—the biggest danger is panic!
- Rescuing human life takes precedence over fire control!

2.7 Report the Fire

- Anyone who discovers a fire must report it immediately!
Activate manual call point or dial 112 on a landline telephone or +49 69 690 112 on a cell phone
- The following information is needed when reporting a fire:
 1. WHO is reporting the fire?
 2. WHAT is burning?
 3. HOW MANY people are affected/injured?
 4. WHERE is the fire?
 5. WAIT for questions!

2.8 Obey Alarm Signals and Instructions

- On observing audio and visual alarms and announcements, all persons must evacuate the affected area.
- Follow the directions of the fire department personnel.

2.9 Evacuate the Area

- Get yourself, your colleagues, customers and visitors to safety. No one may stay behind!
- If possible, switch off equipment and machinery!
- In smoke-filled areas, crouch down or crawl—there is usually still breathable air close to the ground!
- Close doors behind you if possible!
- Use designated, marked and smoke-free emergency escape routes!
- Do not use elevators!
- Follow airport fire department instructions.
- If emergency escape routes are blocked, draw attention to yourself at a window!
- Do not get your coat and personal items first; go directly outside via the escape routes!
- After leaving the building, go to the designated assembly point!
- If people are missing, inform airport fire department personnel immediately!
- Do not re-enter the building until approval has been given by airport fire department!

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2.10 Attempting to Fight Fire

- Only attempt to fight the fire without endangering your own person.
- Incipient fires must be tackled immediately with the available fire-extinguishing equipment (fire extinguishers/wall hydrants).
- Do not let burning people run away! Wrap them in a jacket, etc. and roll them on the floor.
- Pay attention to emergency escape routes.

2.11 Special Rules of Conduct

- Secure important documents and valuable items if possible without risk.
- If possible, remove combustible items from the area endangered by fire.
- Windows must always be closed at the end of working hours.
- Malfunctions of and damage to alarm systems and fire-extinguishing devices must be reported to Fraport AG's Incident Reporting Office immediately.
Internal: 119
External: 069-690-119

Any other questions?

The Airport fire department, fire prevention section will be happy to help.

Tel: 069-690-74299

Email: Flughafenbrandschutz_VBE@fraport.de

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3. Fire Safety Regulations – Part C

3.1 Introduction

This section applies to all persons with special fire protection duties at Frankfurt/Main Airport. These are:

- fire protection officers
- fire protection assistants
- evacuation assistants
- operational supervisors

3.2 Fire Prevention

Fire prevention has the highest priority, and therefore the following points must be fulfilled:

- Monitoring of compliance with fire protection regulations for structural facilities, structural changes and changes in use as well as at events.
- Monitoring of regular maintenance and servicing of fire protection equipment (e.g. fire-extinguishing systems, fire dampers in ventilation systems, hold-open devices on fire doors, door release systems for emergency exits, smoke and heat extraction systems, wall hydrants, lightning protection systems, etc.)
- Inspection of traffic routes, escape routes, emergency exits and fire department staging areas.
- Monitoring, control and updating of safety notices and signs
- Regular, documented notification of employees and members of external companies of the Fire Protection Regulations.
- Private electrical equipment must be operated only with supervisor approval.
- Electrical equipment must comply with VDE (German Association for Electrical, Electronic + Information Technologies) regulations and DGUV (German Social Accident Insurance) provision 3. It must be securely placed on a non-flammable and non-heat-conducting base at a sufficient distance from combustible materials and subjected to the regular inspections for “Non-stationary electrical equipment.”
- Monitoring of the shutdown of electrical devices at the end of working hours, during breaks or when the work areas are left unattended for an extended period of time.
- Approval and monitoring of work activities that pose a fire hazard
- Monitoring the “No-smoking rules” (including e-cigarettes) and dealing with open flames. Candles, torches, sparklers, incense sticks, hookahs, fire pits, fire bowls, gas-fired radiant heaters, open fireplaces, etc. that run on e.g., bio-ethanol or similar are prohibited.
- The storage, sale and use of fireworks of all kinds are prohibited throughout the entire airport area
- Self-ignitable, combustible waste materials must be stored only in the non-flammable containers intended for this purpose. At the end of working hours, these containers must be emptied at the intended waste disposal points. Flammable

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and/or explosive substances, including aerosol cans and compressed gas cylinders, must not be stored near fire/heating installations.

- Flammable liquids—even in small quantities—must be stored exclusively in unbreakable containers. After filling/unloading, these containers must immediately be sealed and transported to the designated place of storage (lockable safety cabinets, etc.).
- All containers with highly flammable, oxidizing liquids and other hazardous substances must be labelled and stored in accordance with the Ordinance on Hazardous Substances. In addition to the symbol, the content must be clearly indicated on the container, i.e. coded labelling is not permitted.
- Until disposal, old lithium batteries and rechargeable lithium batteries must always be stored with protected connectors, i.e., with an adhesive strip taped across the connector or inserted back into the original packaging.
- Updating of emergency escape route plans as well as fire department plans.
- Conducting fire-prevention- and evacuation drills

3.3 Alerts

- Arrangement of measures in cooperation with incident commander of airport fire department (such as necessary evacuations)
- Notification of airport fire department personnel
- Arranging activation of ventilation systems according to alarm plan or Airport Fire Department instructions.

3.4 Safety Measures

- Check (as far as possible without risk!) whether people are still in the building, particularly in sanitary facilities, meeting rooms and adjoining rooms.
- Provide further assistance to incident commander.
- Help those in need of assistance (visitors, handicapped persons, etc.).
- Recover assets, on instruction.

3.5 Fire-Fighting Measures

- Attempt to fight the fire with fire extinguisher or wall hydrant.
- Activate non-automatic fire-fighting systems (e.g. spray deluge systems, sprinklers) according to alarm plan or Airport Fire Department instructions.
- Inform incident commander at his arrival
- Do not remove traces of fire; these can serve to determine the cause of the fire.

3.6 Preparation for Fire Department Operations

- Keep safety distance to incident site
- Keep clear all airport fire department staging areas as well as firefighting equipment (hydrants and wall mounted hose reels)
- Set up personnel (fire wardens) to inform airport fire department personnel upon request
- Keep keys or code cards available make affected areas accessible to airport fire department personnel
- Provide information to airport fire department personnel on request

3.7 Special Regulations

This section is intended for persons who must observe special fire safety regulations due to their work-activities (fire safety assistants).

The following is a list of frequently occurring technical installations and standard operational procedures.

3.7.1 Aircraft Ground Handling Positions, Fire Safety

A leaflet issued by the Fire Prevention Office is available on the subject of "Fire protection measures at aircraft ground handling positions at Frankfurt/Main Airport." It can be requested from FlughafenbrandschutzFTC@fraport.de.

3.7.2 Aircraft Handling

In the event of an emergency, the ramp agent must ensure communication with the cabin/cockpit in such a way that, in case of danger, all persons on board the aircraft are immediately informed of the necessary evacuation.

Escape and emergency routes on aircraft (jet bridges, passenger/service stairs) must be kept clear at all times.

Parking of vehicles under aircraft is not permitted.

Passengers are prohibited from walking under wings.

Fraport AG keeps a fire-extinguishing device suitable for fuel fires at its aircraft ground handling positions. During ground handling, there must be persons on-site trained in first response against fuel fires and trained in the use of first response fire-fighting equipment. Certificate of training and instruction must be presented on request.

3.7.3 Elevators

The use of elevators is prohibited in the event of a fire. There is a risk of suffocation; therefore employees must be informed about this and all elevators must be labelled accordingly.

3.7.4 Autonomous Vehicles and Drones

The Airport fire department, fire prevention section must be informed about the testing and application of autonomous vehicles and drones. Information on emergency shutdown options must be provided.

3.7.5 Non-Rechargeable Batteries, Rechargeable Batteries and Associated Charging Stations

Battery systems are generally operated at low DC voltages. In case of faults, high currents can occur that present a serious fire hazard. If the battery releases hydrogen during charging operation, there is an additional considerable risk of explosion.

Lithium-ion rechargeable batteries can decompose when exposed to external forces and then form a fire hazard. The use of lithium-ion rechargeable batteries in electric vehicles requires the approval of the Airport fire department, fire prevention section

Battery charging stations must be installed and operated according to the special provisions and regulations. The Airport fire department, fire prevention section will advise in this regard.

3.7.6 Structural Facilities, Use, Information for Planners

A leaflet compiled by the Airport fire department, fire prevention section is available for planners of buildings at Frankfurt/Main Airport. These leaflets contain all necessary

measures to be observed and/or performed by such planners prior to the commissioning of a building.

3.7.7 Construction Sites

The set-up of construction sites, construction site staging areas, construction site fences, etc. must be coordinated with the Airport fire department, fire prevention section.

3.7.8 Fumigation of rooms for pest control and similar purposes

All entrances to a fumigated room must be equipped with optical signs to provide information on the substance used for fumigation. Additionally, information about the waiting time before re-entering the affected room without self-contained breathing apparatus (SCBA) has to be provided.

3.7.9 Entering Containers, confined Spaces, drenches, shafts or pits

In addition to the risk of injury from a fall, a particular hazard can arise from gases and vapours or from a lack of oxygen. Furthermore, psychological stress can occur on account of confined areas or heights, e.g. in silos or shafts.

There should be timely coordination with Preventive Fire Protection office prior to the start of such work in order to prepare rescue measures.

3.7.10 Refuelling on Apron Areas

3.7.10.1 Ground-Handling Equipment

The refuelling of ground-handling equipment is not permitted while engines are running. During the refuelling process, fuel-truck and ground-handling equipment both have to keep a distance of at least 15 m away from an aircraft. No hoses are allowed underneath the aircraft

3.7.10.2 Aircraft

All persons who handle aviation fuel or other flammable liquids must be familiar with fire-fighting techniques and be regularly trained in fire safety measures.

Aircraft must not be refuelled or defueled while their engines are running.

Aircraft must not be refuelled or defueled in hangars or other enclosed spaces. This must only be done on the places assigned by the airport operator. If, by way of an exception, an aircraft must be refuelled or defueled in an enclosed space for compelling reasons, this must only be done by the Airport Fire Department with approval and special fire protection. Fuel trucks must remain outside the hangar. Fuel trucks must not be driven into the hangar.

When transferring fuels and refuelling or defueling aircraft, all means of transport, vessels and hoses (fuel trucks, hydrants and aircraft) must be properly grounded to discharge static electricity.

Fuel trucks must be equipped with suitable fire extinguishers. Two fire extinguishers with at least 6 kg of extinguishing powder each must be kept to hand during refuelling or defueling.

When refuelling aircraft via an underground hydrant, this must be labelled and secured as a danger zone. Measures must also be taken to prevent the crossing of hoses and grounding cables. The emergency valve in the hydrant shaft must be equipped with a ripcord with which it can be closed immediately in case of danger. The ripcord must be laid ready for use up to the place of operation of the dispenser vehicle.

When refuelling or defueling aircraft with a flash point of higher than 35°C (e.g., Jet A1 kerosene), vehicles may only operate in areas at risk of explosion (3 m radius around tank ventilation openings) if this is necessary for the direct supply the aircraft.

For fuels with a flash point of less than 35°C (e.g., AVGAS), a radius of 7.5 m around all tank ventilation openings must be observed.

Likewise, all activities that may cause sparks or other sources of ignition are strictly prohibited within a radius of 3 m and 7.5 m respectively around the vents during the entire refuelling period.

Neither persons, freight nor vehicles are permitted in these areas.

A direct escape route for the fuel truck / dispenser vehicle must be kept clear at all times.

The overflowing and spillage of fuels must be avoided.

The following measures must be taken if fuel is spilled:

- Maintain a safe distance of 15 m from the outer edge of the spill.
- Inform Airport Fire Department immediately (landline 112, cell phone +49 69 690 112).
- In case of acute fire hazard or large fuel spills, the manual call point, functioning as an emergency switch for the fueling system in the affected subarea, must be activated immediately.
- The danger zone must be secured until the Airport Fire Department arrives, and in particular vehicles must not be allowed to travel through it.
- In the event of damage to the refuelling system during the refuelling of aircraft, the underground hydrant ("tank pit") connected must be closed by pulling forcefully on the safety ripcord if this is possible without risk.

3.7.11 Bomb Threat

In the event of a bomb threat, C4.1 FRA Not (Emergency Response Manual of Fraport AG) regulations apply until the police arrives.

3.7.12 Fire Alarm and Fire-Extinguishing Systems

Fire alarms, fire-extinguishing systems and smoke extraction openings must be freely accessible at all times. Signs—concerning fire protection—must not be concealed, pasted over or covered up.

Fire alarm and fire-extinguishing systems that have been used and are not ready for operation must be reported to the Fire Prevention Office immediately.

3.7.13 Technical Fire Protection Systems, Deactivation

The deactivation of technical fire protection systems (e.g., fire alarm and extinguishing systems, wall hydrants) at Frankfurt/Main Airport always requires an application to the Airport fire department, fire prevention section. The applicant will be granted a permit to deactivate the technical fire protection systems, possibly subject to conditions, in particular, substitute measures (corresponding leaflet and form available from Brandsicherheitsdienst@fraport.de).

In the event of an extended deactivation, the insurance provider of Fraport AG will be informed by the Airport fire department, fire prevention section.

Any damages to fire protection and prevention equipment must always be reported to the Airport fire department, fire prevention section.

3.7.14 Fire Doors, Gates, Hatches

Fire doors, gates and hatches must be kept closed at all times unless they are equipped with a regular self-activating closing device in the event of a fire. If possible, doors should be closed using manual switches at the end of working hours.

3.7.15 Document Recovery

Damp or wet documents can be recovered. To do so, the Airport Fire Department must be alerted immediately after discovering the damage. Until the Airport Fire Department arrives, the documents must not be moved or handled. The Airport Fire Department will pack the documents into plastic bags and moving boxes, freeze them and bring them for external freeze drying. There the water will be completely removed so that all documents are legible again as far as possible. During the packing procedure, it must be documented which documents are packed.

3.7.16 Electrical Works

Modifications, repairs and extensions to electrical cables and systems must only be carried out by the competent personnel. Defective electrical devices must be deactivated immediately.

3.7.17 Electric Vehicles in Buildings, particularly inside terminal buildings

Electric vehicles (battery-powered vehicles and tools) may be fitted and operated only with a dry-cell battery, gel-cell battery or absorbent glass mat battery (AGM battery). The use of lithium-ion batteries in electric vehicles requires the approval of the Airport fire department, fire prevention section.

3.7.18 Landing gear / Undercarriage Fires

Undercarriage fires must not be extinguished from the side. There is danger to life due to bursting rim sections.

3.7.19 Activities Liable to Start a Fire and Cause Dust Formation

Any work liable to start a fire always requires an application to the Fire Prevention Office prior to commencing work. The applicant will be granted authorization, possibly subject to conditions, to carry out this work (see also corresponding procedures/flyer).

A "right to issue authorization to carry out work liable to start a fire" can be granted for separate construction sites, workshops and third-party areas (e.g. leaseholders). The competent person in charge can then issue authorizations.

When performing welding, cutting or related work, the operator must ensure that parts cannot be ignited by heat or sparks. The contractor doing the work must keep its own suitable fire extinguishers ready. Compressed gas cylinders must not be stored in buildings after work.

3.7.20 Fire Safety Plans

Fire safety plans must be prepared for the Frankfurt Airport operating site on the basis of German DIN 14095 "Fire safety plans for buildings." A leaflet issued by the Airport fire department, fire prevention section provides instructions specifying the provisions of DIN 14095.

After structural extensions, changes of approved use of areas or facilities or changes to technical fire protection systems, fire safety plans must be commissioned by the operator, coordinated with the Airport fire department, fire prevention section and provided to the Airport Fire Department.

3.7.21 Fire Department Access Routes

Fire department access routes and staging grounds must be kept clear for fire-fighting and rescue operations at all times.

These areas must also be included in the Winter Services plan and kept clear of snow and ice. They must never be used as snow dumping areas.

3.7.22 Fireworks

The storage, sale and use of fireworks of all kinds are prohibited on the entire airport grounds.

3.7.23 Escape and Emergency Routes

Emergency escape routes must be kept clear at all times. Storage of objects of any kind in corridors or staircases or in front of emergency exits is prohibited. The usable width of emergency routes must not be restricted by subsequent installations, or by usage of Tensator barriers to direct passenger flows.

3.7.24 Storage of Hazardous Materials and Handling of Water Pollutants

The transport and storage of hazardous substances of all classes, the intended storage and handling of hazardous substances and the storage, filling and transfer of water pollutants may only be carried out in compliance with the relevant legal and administrative regulations. There is also a duty to notify the Occupational Health and Safety Unit. Their approval is required as well as possibly an official permit.

3.7.25 Vulnerable and Persons with reduced mobility (PRM)

The transfer of vulnerable persons (those unable to self-rescue due to injury) and persons with reduced mobility to safe areas is of the highest priority.

In order to keep the evacuation time of the affected area as short as possible in the first few minutes after the outbreak of a fire, it may be sufficient to transfer persons who are unable to self-rescue and have reduced mobility to designated emergency locations or a safe area. In these designated emergency locations, emergency call facilities are available. Activate the emergency call and wait for help. Safe areas may include smoke-free stairwells and adjacent fire and smoke compartments. From these areas, the nearest available emergency escape route can be used to reach an outside area.

3.7.26 Charging Stations for Electric Vehicles, E-bikes, E-scooters, etc.

The location of charging areas made available for electric vehicles, e-bikes and e-scooters must be coordinated with the Fire Prevention Office.

Electric vehicle, e-bike and e-scooter batteries may not be charged inside office spaces or in escape routes.

3.7.27 Change of Use, Events

The Airport fire department, fire prevention section must be notified in writing in advance of any change in use of or event on Fraport AG premises. In particular, the special regulations and guidelines of the State of Hesse Construction Regulations (HBO) and the Regulations on Places of Assembly must be complied with for events.

3.7.28 Open fires

Open fires, such as candles, torches, sparklers, joss sticks, hookahs, open fireplaces and chimneys, fire bowls, grill-fires, gas-operated radiant heaters, items operated by bio-ethanol fuel or similar fluid fuel are prohibited.

3.7.29 Radioactive Emitters

All radioactive emitters, whether mobile or permanently installed (e.g. measuring devices), must be registered before they are brought onto airport grounds. This does not apply to radioactive freight in the context of a transportation order.

X-ray equipment must be identified as such and then does not need to be registered.

3.7.30 Smoke and Heat Extraction Systems

Smoke and heat extraction systems must only be activated by the fire department or on its instruction, unless a different procedure has been agreed upon in a coordinated emergency plan.

3.7.31 Smoking Ban

Smoking is allowed in designated areas only. On apron smoking containers are established, remaining buildings and areas are being equipped with separated and designated smoking lounges and smoker-cabins. The smoking ban also applies to the stay in all kind of vehicles and aircrafts.

3.7.32 Cleaning

Only non-flammable cleaning products may be used to clean vehicles, aircraft and equipment.

3.7.33 Locking Systems

In order to ensure fire department access to all rooms in an emergency, exchanging the locking cylinders of the Fraport locking system is not permitted. When installing third-party locking systems, appropriate fire department key safes must also be fitted and equipped with the correct keys or code cards.

3.7.34 Tensator Barriers

The users of Tensator barriers in the terminals are responsible for ensuring that emergency escape routes are not compromised (see section 13 of the Terminal Regulations).

3.7.35 Advertising and Information Materials

The mounting of advertising and informational materials in terminal buildings requires the written consent of Fraport AG (see Section 9 C2.3 Terminal Regulations). In addition, the owner must ensure that advertising and informational materials do not interfere with escape and rescue routes.

3.8 Telephone Numbers

	Internal	External
Emergency call (fire department, emergency doctor, ambulance)	112	069 690-112
Fire Protection Officer of Fraport AG	66520	069 690-66520
Airport fire department, fire prevention section	66533	069 690-66533
Authorization for work liable to start a fire, deactivation of fire protection equipment	46116	069 690-46116
Malfunctions of fire protection systems	46116	069 690-46116
Malfunctions of all other technical systems	119	069 690-119

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