

NVISION

Albert-Einstein-Allee 11,
89081 Ulm Germany

Ulm, den 23.01.2019

To the employees of the company NVision Imaging Technologies GmbH

Operating instructions for work at the University of Ulm

Dear employees:

The following operating instructions are binding for all employees of the company NVision Imaging Technologies GmbH from now on.

- 1.) During the stay at the university, in particular in the laboratories of the Institute of Quantum Optics, the instructions of the Institute's director Prof. Dr. Jelezko have to be followed. Furthermore, any existing service, administration and usage regulations of the University of Ulm as well as the safety rules must be obeyed.

All relevant instructions, regulations and policies can be found here:

- a. Instructions of the Head of the Institute, and thereof derived operating instructions:
https://qowiki.physik.uni-ulm.de/doku.php?id=chem_lab:operating_instructions
 - b. University Ulm statutes and regulations:
<https://www.uni-ulm.de/universitaet/organisation-einrichtungen/satzungen-und-ordnungen>
 - c. University of Ulm publications relevant for work safety: <https://www.uni-ulm.de/einrichtungen/zuv/dezernat-5/abteilungen/arbeits-und-umweltschutz/>
- 2.) Before using the facilities of the Institute for Quantum Optics at the University of Ulm, every NVision Imaging Technologies GmbH employee shall be instructed regarding any existing dangers and be trained concerning work in the laboratories. The existing dangers are included in the hazard assessment (see 1.a). These instructions and briefings shall be documented.
 - 3.) In case a NVision Imaging Technologies GmbH employees introduces new hazardous substances into the laboratories of the Institute for Quantum Optics this shall be confirmed by the respective employee of the Institute of Quantum Optics of the University of Ulm beforehand. The respective employee is usually the safety officer of the Institute of Quantum Optics.

NVISION

Albert-Einstein-Allee 11,
89081 Ulm Germany

Ulm, den 23.01.2019

- 4.) In case a NVision Imaging Technologies GmbH employee gets pregnant, this shall be reported to the safety officer of the relevant facility at once in order to conduct a risk assessment.
- 5.) In case a NVision Imaging Technologies GmbH employee gets injured, this shall be reported to the supervisor at once, who shall report to the responsible insurance and professional association.
- 6.) The property of the University as well as the property of NVision Imaging Technologies GmbH, in particular inventory and equipment, shall be treated with care and attention.
- 7.) When using the Mikroelektronik-Technikum of Ulm University (Clean room University West) the employees of NVision Imaging Technologies GmbH have to adhere to all instructions of expert staff, the given introduction, any operation instruction, training and tutorial as well as to the terms of use of the Mikroelektronik-Technikum.

All relevant instructions, regulations and policies for the Mikroelektronik-Technikum can be found here: <https://www.uni-ulm.de/in/mikroelektronik/sicherheit/sicherheit/>

- 8.) Without introduction and training to the Mikroelektronik-Technikum the usage thereof is forbidden, unless this has been judged to be dispensable by the responsible personnel.
- 9.) In case of discrepancies between the German and the English version hereof the German version shall prevail.

Best regards

Sella Brosh, CEO

