

Universities are open places for research, teaching, and learning. It is of prime concern to Ludwig-Maximilians-Universität München that all its members as well as visitors are provided a safe environment for this purpose. Violence, weapons, threats, coercion, harassment, and discrimination of any kind have no place at LMU. To ensure these goals, the president, on the basis of Section 21 (12) Sentence 1 of the Bavarian Higher Education Act (BayHSchG) dated May 23, 2006 (Bavarian Law and Ordinance Gazette (GVBl) p. 245), last amended by Section 132 (3) No. 1 of the Act dated August 5, 2022 (GVBl. p. 414), and Section 28 (3) of the General Rules of Procedure for the Government Agencies of the Free State of Bavaria (AGO) dated December 12, 2000 (GVBl. p. 873), which was last amended by the announcement dated December 14, 2021 (GVBl. p. 695), hereby enacts the following

House Rules

1. Scope

These house rules apply to all properties used by Ludwig-Maximilians-Universität München.

2. Right to enforce house rules

(1) The persons with the right to enforce the house rules are the president and the persons he or she has assigned.

(2) In particular, persons assigned with enforcement of the house rules pursuant to (1) include:

1. For buildings and areas assigned to institutions for use:
 - a) The head of the institution or the executive member of the management, insofar as a cooperative management body has been appointed.
 - b) Insofar as buildings or areas are assigned to multiple institutions for use, the right to enforce the house rules shall extend to the respective sub-areas assigned for use. Where buildings or areas are assigned for joint use, the persons assigned with enforcement of the house rules shall coordinate their efforts in general or make decisions a case-by-case basis.
 - c) The management of Division IV and the head of the respective local unit for infrastructural building management.
2. The persons in charge of meetings, discussions and approved events, in particular classes and examinations, in the rooms used by them for this purpose.
3. University members appointed by the president in general or in individual cases.

(3) The president and persons assigned with enforcement of the house rules shall be represented by proxies in the enforcement of the house rules in accordance with the general provisions.

(4) Decisions and measures taken by the president or his or her proxy in the enforcement of the house rules shall, in all cases, take precedence over those of persons assigned with enforcement of the house rules. Decisions made by persons assigned with enforcement of the house rules pursuant to subsection 2 no. 3 shall take precedence over the decisions of persons assigned pursuant to nos. 1. and 2.

(5) The right to file a criminal complaint for trespassing shall lie with the president. It may be delegated.

3. Entry and opening hours

(1) The opening hours of the university buildings shall be published on the internet (www.lmu.de).

They are subject to change at short notice and may also be announced on notice boards.

(2) Students and persons who are not university members are only permitted to be in the university buildings during these opening hours.

(3) Persons who are not university members are generally only permitted access to public areas. Non-public areas (e.g. offices, laboratories) may only be entered by persons who are not university members after prior registration or upon explicitly being instructed to do so.

(4) Persons are only permitted to be in buildings and areas of LMU within the scope of intended use. This excludes, in particular, loitering without a legitimate business purpose by persons who are not university members.

(5) Exceptions to subsections 2 to 4 may be granted by persons authorized to exercise the house rules according to Section 2.

4. Security and order

(1) All building users shall behave in such a way that others are not disturbed or inconvenienced.

(2) All building users are obligated to contribute towards preventing damage of any kind, in particular through fire, theft or damage to property, and to use the technical facilities properly. Damage, irregularities, and unusual occurrences are to be reported to the responsible local unit for infrastructural building management. The fire safety regulations of LMU are to be complied with.

(3) All building users are to ensure that energy, water and consumables are used sparingly.

(4) All rooms, corridors and stairways are to be kept clean and tidy. Waste is to be disposed of in the receptacles provided for this purpose.

(5) Windows are only to be opened if there is no risk of damage (e.g. due to weather or theft).

(6) The respective users, or in the case of classes/events, the persons in charge of them, are responsible for locking the rooms, switching off the lights and, as far as possible, electrical devices, as well as shutting the cabinets, desks, and windows when leaving the rooms.

(7) Motor vehicles and bicycles are to be parked in the areas provided for this purpose in such a way that they do not result in any danger, damage or obstruction. Escape routes and fire department access roads must be kept clear at all times.

Illegally parked vehicles may be towed at the owner's expense. Improperly parked bicycles, bicycles that have not been used for an extended period of time, and bicycles that are obviously derelict may be removed at the owner's expense. They will be treated as lost property (Section 7.).

The use of the garages and parking spaces is regulated by a usage regulation.

(8) Orders issued by persons assigned with enforcement of the house rules pursuant to Section 2., in particular to maintain order, including cleanliness, the peace and safety, must be obeyed.

5. Activities requiring permission

(1) The following shall be subject to approval by the university administration (in urgent cases by a person assigned with enforcement of the house rules pursuant to Section 2) on the premises administered by the University:

1. The posting of notices and posters,
2. The distribution of printed matter of any kind,
3. The organizing of collections, polls and elections,
4. Visual and audio recordings, if they are intended for publication; for private purposes, they are only permitted in classes/events with the permission of the respective person in charge of them,
5. The setting up of information and sales stands, advertising, and any other form of the selling of goods and collecting of orders,
6. The use of lecture halls and other rooms for classes/events which are not those of the University itself.

(2) The posting of notices and posters is only permitted at the designated notice board areas. In particular, posting on walls and doors is prohibited.

6. Prohibited activities

(1) Political party activities are not permitted in the buildings and on the university property administered by the university (Section 31 AGO).

(2) Carrying weapons and dangerous objects as defined in Section 1 of the Weapons Act (WaffG), even if they are officially authorized or may be carried without a license under the WaffG, as well as flammable and explosive substances, is prohibited. Exempt from this prohibition are the police and other security authorities as defined in Section 55 (1) of the WaffG, security services commissioned by LMU as part of their official duties, and the handling of chemicals as part of research and teaching. Other exemptions may be granted by the president upon request. Checks on compliance with the weapons ban can be carried out by the domestic security officers and the security service commissioned by LMU.

(3) Smoking as well as "vaping", i.e. the smoking of electronic cigarettes, is prohibited in university buildings. Eating and drinking is also not permitted on any library premises, catalog rooms, and reading rooms.

(4) The use of roller skates, inline skates, kickboards, skateboards, etc. in university buildings is not permitted.

(5) The affixing of stickers and graffiti is prohibited.

(6) The bringing of pets, with the exception of guide dogs and animals for treatment purposes in the Faculty of Veterinary Medicine, is prohibited. Exceptions may be granted in justified individual cases by persons authorized to exercise the house rules according to Section 2.

7. Lost property

Lost property is to be handed in at the nearest gate. If they are not to be considered as waste, they will be stored by the university for a maximum duration of 8 weeks, and handed over to those who can credibly prove that they are the rightful owner. After expiration of the aforementioned period, lost property may be disposed of for the benefit of the State of Bavaria.

8. Penalties for violations

Violators may be banned from the premises. Penalties for violations will be imposed in accordance with general regulations.