

Erding District Administration

House rules

for the asylum seekers' accommodation facilities in the district of Erding

Note: For reasons of legibility, "they, them" pronouns are used throughout the following text. These are used to mean male, female and non-binary forms.

The Erding District Administration has issued the following house rules:

1. Householders' rights

- 1.1 The District Administration, as a state authority, is the authority responsible for providing the accommodation and is therefore the holder of all householders' rights, in accordance with Section 12 Paragraph 2 Asyldurchführungsverordnung (Asylum Implementation Regulation, DV Asyl). The householders' rights extend to the building and grounds of the accommodation.
- 1.2 In addition to the District Administrator, the head of Department 2B and the staff of Department 24 Asylum Management (Dept 24) responsible for looking after asylum seekers, as well as the staff of Department 12 Property Management (Dept 12) of the District Administration and the deployed security personnel are also entrusted with exercising the householders' rights. In exercising the householders' rights, rooms may be entered, identity checks carried out, visitors to the accommodation expelled and house bans issued.
- 1.3 Contact: Dept 24 **asyl@lra-ed.de or soziales@lra-ed.de**
 Dept 12 **asylimmo@lra-ed.de**

2. General

- 2.1 Representatives, traders, peddlers, representatives of religious communities, associations or other organisations are prohibited from entering the accommodation, in particular for the conclusion of contracts, subscriptions, for the recruitment of members, for missionary activities, for the holding of events, consultations or the like; this also applies to persons who offer paid services or conduct advertising. Anyone found to be violating this rule will be prosecuted. Every resident is obliged to report such persons without delay to Dept 24.
- 2.2 Entering the accommodation and the associated grounds by representatives of the media for the purpose of public reporting is only permitted with the permission of the press office of the Erding District Administration. Photography on the grounds and in the accommodation rooms also requires permission from the press office of the Erding District Administration.
- 2.3 Entering the accommodation and the property with animals and keeping animals of any kind in the accommodation and on the associated grounds is not permitted. Exceptions are regulated by Dept 24.

- 2.4 The possession, carrying and use of weapons of any kind (including gas and starter guns, explosives and fireworks, knives which are not intended by their nature exclusively for the preparation of food and consumption) is prohibited in the accommodation and will be reported in case of violation. The regulations of the Waffengesetz (Weapons Act, WaffG) must be observed and complied with.
- 2.5 The group of persons mentioned in 1.2 as well as the police are entitled to carry out identity checks in the accommodation and on the grounds of the accommodation. Instructions from this group of persons must be complied with.
- 2.6 The use of roller skates, skateboards, inline skates, e-scooters and the like is not permitted within the accommodation.
- 2.7 Radiators shall be kept clear on all sides with a minimum distance of 0.5 metres.
- 2.8 The furnishings provided are the property of the district of Erding. They are to be treated with care and must remain in the designated places or rooms. The residents of the accommodation are liable for the improper handling and use of the objects in the building, including but not limited to the technical equipment (e.g. washing machine, dryer, refrigerator, oven, etc.). Liability is limited to wilful intent and gross negligence.
- 2.9 The person responsible for damage to the property and the building is liable if they caused the damage at least negligently or through improper use, as well as soiling. The same applies to pest infestation caused by the residents.

3. Residents of the accommodation

- 3.1 Residents of the accommodation are asylum seekers assigned to the district of Erding and other residents who are entitled to stay there based on their status. Recognised asylum seekers who are not or no longer entitled to remain at the accommodation (German: Fehlbeleger) must leave the accommodation as soon as possible.
- 3.2 The residents are obliged to show mutual respect towards their fellow residents and the group of persons mentioned in 1.2. They must behave in such a way that the aforementioned group of persons is not endangered, harmed or harassed.
- 3.3 Violence in any form, whether psychological, physical or structural, towards the residents, the visitors as well as the group of persons mentioned in 1.2, is to be refrained from. This includes but is not limited to violence against children (ill-treatment, abuse, neglect), violence against a partner, sexual violence, stalking and harassment. Discriminatory statements and actions aimed at the origin, gender and religious affiliation or sexual orientation or sexual identity of residents and employees must be refrained from.
- 3.4 The possession, bringing and consumption of narcotic drugs according to the Betäubungsmittelgesetz (Narcotics Act, BtMG) in the current version as well as trade with these are prohibited. The growing of cannabis is not permitted. Anyone found to be violating this rule will be prosecuted.
- 3.5 Smoking of any kind (including hookahs and electronic cigarettes) in the accommodation is prohibited for fire safety reasons and based on the obligation of residents to respect each other. Excessive consumption of alcoholic beverages is also prohibited.
- 3.6 All forms of prostitution and their promotion are prohibited.
- 3.7 Any commercial activity is prohibited.

4. Visitors to the accommodation

- 4.1** Visitors are only allowed in the accommodation from **8 am until 10 pm**; overnight stays are prohibited. Exceptions must be approved by the Erding District Administration, Dept 24, with prior application (at least 3 working days in advance in writing).
- 4.2** The visitors must behave in such a way that others are not endangered, harmed or harassed.
- 4.3** Violence in any form, whether psychological, physical or structural, towards residents as well as the group of persons mentioned in 1.2, is to be refrained from. This includes but is not limited to violence against children (ill-treatment, abuse, neglect), violence against a partner, sexual violence, stalking and harassment. Discriminatory statements and actions aimed at the origin, gender and religious affiliation or sexual orientation or sexual identity of residents and employees must be refrained from.
- 4.4** Visitors are prohibited from bringing and consuming narcotic drugs according to the Betäubungsmittelgesetz (Narcotics Act, BtMG) in the current version as well as trading with these. Violations will be prosecuted and the visitor will be banned from the premises.
- 4.5** Visitors are prohibited from smoking of any kind (including hookahs and electronic cigarettes) in the accommodation, as well as from the excessive consumption of alcoholic drinks.
- 4.6** All forms of prostitution and their promotion are prohibited.
- 4.7** Any commercial activity is prohibited.

5. Allocation and equipment of the rooms

- 5.1** Rooms are allocated by Dept 24. The resident is not entitled to a specific room. The resident must follow any instructions to change rooms. The resident may not change rooms without the prior consent of Dept 24. Only in exceptional cases are specific rooms allocated. This takes place on the basis of (official) medical assessment.
- 5.2** Instructions issued by Dept 24 to change rooms must be followed. Costs incurred in relation to eviction shall be charged to the person who caused the costs to be incurred.
- 5.3** The installation of additional furniture and storage of bulky waste is not permitted. Dept 12 may permit this in exceptional cases. If the occupancy capacity of the respective rooms or the Brandschutzverordnung (Fire Protection Regulation) is impaired by the additional furniture, the resident may be evicted by the group of persons mentioned in 1.2. The costs for this are to be borne by the person who caused the costs to be incurred / resident.
- 5.4** Electrical devices must not be installed or put into operation in the rooms, except for televisions, DVD, stereo and computer systems, as well as additional lamps and chargers, if the electrical wiring system of the building allows it. Exceptions may be granted by Dept 12. Unlawfully installed and operated electrical and electronic devices may be confiscated by the group of persons mentioned in 1.2. They must be returned to the owner when they move out or when they are used outside the accommodation. This also applies expressly to air conditioning units of any kind.
- 5.5** When moving out of the accommodation, the resident must return all items provided to Dept 24. The rooms are to be left in a clean condition and free of damage. Additional items (including mattress and initial equipment) must be removed by the resident. The cost of any necessary evacuation, cleaning or repair shall be borne by the person who caused the costs to be incurred.
- 5.6** Applying wallpaper or painting is generally prohibited.

6. Keys

- 6.1** When the rooms are handed over, all keys associated with the object in use are handed over to the resident. It is prohibited for these to be copied or transferred to third parties.
- 6.2** The resident is liable for any damage resulting from misuse or loss of the key, if they caused the damage at least negligently.
- 6.3** Modifications to the locks and security devices of any kind are prohibited. Costs incurred for restoring the original state shall be charged to the person who caused the costs to be incurred.
- 6.4** When moving out, the resident is obliged to hand over all keys to Dept 24.
- 6.5** The loss of keys must be reported to Dept 24 without delay.
- 6.6** If a resident locks themselves out, they can contact the property manager of Dept 24 during the District Administration office hours (Monday to Thursday from 7.30 am until 4 pm, Friday from 7.30 am until 12.30 pm). Outside of these times, the resident may have to contact a locksmith at their own expense.

7. General quiet periods in the accommodation

- 7.1** It is generally prohibited to make noise between **10 pm** and **7 am**, and between **1 pm** and **3 pm**.
- 7.2** Radios, speakers, tape recorders, record players and televisions and any kind of domestic music must be kept at room volume, even outside of rest periods.
- 7.3** Meetings in the rooms must not disturb other residents in their rooms.
- 7.4** Disruptive housework or other activities which generate noise may only be carried out from Monday to Friday between the hours of 7 am and 1 pm and between 3 pm and 8 pm, and on Saturdays between 8 am and 1 pm and between 3 pm and 8 pm. It is prohibited to carry out disruptive housework or activities which generate noise on Sundays and on public holidays.

8. Water and electricity consumption

- 8.1** Any wasteful consumption of water, electricity and heating energy must be avoided.
- 8.2** The devices used must be switched off after use.
- 8.3** Heaters must be used in accordance with the given outdoor and indoor temperatures.
- 8.4** There is no requirement for the heating system to be operated outside the “heating season” (from 1 October to 30 April).

9. Washing

- 9.1** The installation of private washing machines and dryers is prohibited.
- 9.2** No liability is assumed for theft or damage of laundry.
- 9.3** Defects in washing machines and dryers must be reported to Dept 12 without delay.
- 9.4** It is prohibited for residents to hang laundry on or in front of windows, on radiators and in corridors.
- 9.5** The washing machines and dryers provided must be cleaned after use.

9.6 Only commercial detergent may be used.

10. Use of the communal kitchen

10.1 Every resident is obliged to keep the cooking facilities clean. Hotplates put into operation must be switched off after use. The used equipment, objects and surfaces must be cleaned with suitable cleaning agents and cleaning utensils after use.

10.2 Cooking outside the communal kitchen(s) is prohibited.

10.3 It is forbidden to store food in the communal kitchen(s).

10.4 Rinsing of dishes is only permitted in the communal kitchen(s).

10.5 It is prohibited to bring private kitchen utensils.

11. Use of the other common areas

11.1 Every resident is obliged to keep the other common areas clean.

11.2 The other common areas are to be used in such a way that other residents are not disturbed.

11.3 Each resident is permitted to access and use the other common areas at any time for appropriate use and may not be denied access by other residents.

12. Maintenance of the rooms and common areas

12.1 Residents are obliged to keep the common areas of the building, facilities and units clean and to treat them with care.

12.2 The living, sanitary, washing, drying and kitchen areas must be regularly cleaned by the residents with suitable cleaning agents and cleaning utensils.

12.3 To prevent mould, each room must be ventilated with fresh air at least three times a day.

12.4 Main doors, communal kitchen doors, laundry and basement doors must always be kept closed.

12.5 In cold weather, the resident is obliged to take precautions to protect against frost damage. Staircase, communal kitchen and room windows as well as doors must be kept closed in case of snow, rain and storms. The obligation to close the windows in the communal kitchen, laundry room, toilet and sanitary facilities primarily affects the respective user.

12.6 Residents are obliged to report damage in the house, in the rooms, in the common areas and to all technical facilities as well as the occurrence of pest infestation and mould development to the Dept 12 without delay.

12.7 Fire and open flames are prohibited on the grounds and in the buildings of the accommodation. This also applies to fireworks.

12.8 The creation of gardens of any kind as well as the planting and relocation of plants is not permitted.

13. Waste disposal

- 13.1** Waste disposal must be carried out in accordance with the legal requirements for waste separation. We refer to the information material of Department 13 Waste Management of the district of Erding.
- 13.2** It is forbidden to dispose of all kinds of waste inside and outside the building, except in the designated bins. It is also forbidden to use toilets, bathtubs, basins or sinks for waste disposal.
- 13.3** Waste, packaging material and the like must be flattened and crushed where possible. It is forbidden to store waste, glass or bottles next to the bins or outdoors.
- 13.4** Furniture or other personal effects disposed of by residents on the property are disposed of at the owners' costs. If the owners cannot be identified, these costs are shared among all the residents of the accommodation.

14. Antennas, phones

- 14.1** Roof and window aerials as well as satellite dishes may only be installed with the prior consent of Dept 24. It is prohibited to drill holes for cable penetrations in walls, window and door frames.
- 14.2** It is not permitted for residents to set up their own telephone lines and internet connections. Exceptions may be granted by Dept 12 on request.

15. Signs

- 15.1** The placing of signs, leaflets, posters, flags and other fixtures of any kind by residents or visitors is not permitted on the grounds and in the accommodation. Exceptions require the prior written consent of Dept 24.
- 15.2** Painting or daubing graffiti on district property is prohibited.
- 15.3** Unauthorised removal, painting on and painting over of posters, signs and billboards in the buildings and on the grounds of the accommodation is prohibited.

16. Parking of vehicles, bicycles, pushchairs and bulky objects

- 16.1** Parking and access to the grounds of the accommodation by car, lorry or motorcycle is generally not permitted. Exceptions must be granted by Dept 12.
- 16.2** It is prohibited to park bicycles, pushchairs or place bulky objects (boxes, bulky moving goods, chairs, etc.) in the hallway, staircase and lobby for the heating and laundry rooms. Only the areas/rooms made available for this purpose may be used.
- 16.3** In case of violations, the group of persons mentioned in 1.2 may remove the bicycles, pushchairs and bulky objects or, if necessary, arrange for removal with the cost to be covered by the owner or the person responsible.
- 16.4** The storage of tyres, vehicle spare parts, etc. is not permitted in the accommodation or on the grounds of the accommodation. In case of violations, the group of persons mentioned in 1.2 may remove these objects or, if necessary, arrange for removal with the cost to be covered by the owner or the person responsible.

17. Breaches of the house rules

If the house rules are breached, the following may apply:

- Asylum seekers are transferred to other accommodation,
- Other residents or visitors are banned from the premises,
- Residents without a claim/obligation to live in the accommodation (German: Fehlbeleger) may be expelled from the accommodation or obliged to move out of the accommodation.

Costs for any eviction will be charged to the person who caused the eviction to be necessary.

18. Safety regulations

18.1 The following safety regulations must be observed:

- Fire safety regulations,
- Current regulations according to the Infektionsschutzgesetz (Infection Protection Act).
- Emergency exits, escape routes and hallways must always be kept clear.
- Fire doors must not be wedged open or obstructed.
- Fire extinguishers may only be used in the event of fire.
- Manipulation of fire extinguishers, escape and rescue signs is prohibited.
- The smoke detectors must not be removed or manipulated. As soon as the smoke detectors emit an acoustic signal indicating the end of power of the battery, this must be reported to the group of persons mentioned in 1.2.

Manipulations of the smoke detector or other safety devices will be reported without delay. Dept 24 reserves the right to take further legal action against the person who caused damage to occur.

18.2 It is forbidden to walk on or climb onto the roofing of the accommodation and its outbuildings.

18.3 It is forbidden to enter or climb the perimeter of the accommodation grounds.

18.4 Neighbouring properties must not be accessed or damaged.

18.5 Parents are liable for their children.

19. Entry into force

These house rules enter into force on 01/02/2025.

Erding, 13/01/2025

The original document is signed

Martin Bayerstorfer
District Administrator