

Terms and Conditions for PolyU Urban Farming Programme

Registration

- The programme is only for PolyU current students and staff.
- If the event is full, a waiting list will be opened to applicants who can fulfil the entry requirement of the event. Subject to seat availability, applicants on the waiting list will be invited to attend the first workshop with no guarantee on successful entry.

Attendance

- **Participants should commit to attend all workshop activities of the programme.**
- Participants should write in email and inform the organiser in advance of any upcoming absence from the workshop activities. They should write to green.campus@polyu.edu.hk and provide a reason.
- Absence without prior notification and/or without reason will be recorded and be taken into account to determine if the participant can fulfil the minimum four workshops attendance requirement.
- **The organiser reserves the rights to charge the programme fee (HKD 400 or 800 GreenCoins) if participants cannot fulfil the attendance requirement, i.e., five workshops attendance requirement (including the compulsory session) and meet all Terms and Conditions.**

Activity at the farm

- Planters are allocated by the organiser and participants are not allowed to change, to exchange with others or share with non-participants.
- The organiser reserves the right to disqualify any participant whose planter boxes are left unattended for over two weeks.
- Please be cautious when applying tools for planting, and please clean up and return all tools to the storage cabinet after use.
- Only natural fertilizers such as Bone Meal are to be applied.
- Chemical fertilizers, pesticide and exotic plants are not allowed on the farm.
- The organiser reserves the right to trim, prune or remove the plants if the plants extend out from the planter boxes.
- Damage to any facilities is not allowed.
- Open burning, burning candles and incense are not allowed.
- Please respect other participants and ensure all access is free from obstruction.
- Please take care of your belongings and planters as the organiser will not be responsible for any loss or damage.
- Please clear all plants and personal belongings by the end of planting period.
- The organiser reserves the right to disqualify anyone who, in its opinion, has tampered with or disrupted the operation or violated the rules.
- The organiser reserves the rights to exercise final decision.
- Please follow our updates on [website](#) or [Facebook](#) and to check if there is any official announcement in relation to the programme.

- For emergency, please contact Campus Security Control Centre at 2766 7666.

Adverse Weather Arrangement

- The farm will be closed if Tropical Cyclone Warning Signal No. 8 or above is hoisted, or when Red or Black Rainstorm Warning Signal is in force. The farm will re-open in two hours if the Tropical Cyclone Warning Signal No. 8 is lowered at noon or before. Otherwise, it will be closed. The organiser will not be responsible for any damage to the planters due to bad weather. Please notify the organiser if any facilities are damaged.

Taking Photographs or Videos during Events

- The Campus Facilities and Sustainability Office (CFSO) of The Hong Kong Polytechnic University may take photographs/ video recording during this event and use such images in publicity or marketing activities. The recorded images will be handled by the CFSO according to the prevailing policy of The Hong Kong Polytechnic University. Enquiries shall be addressed to the Departmental Personal Data Officer of the CFSO at fminfo@polyu.edu.hk by email.

Organiser

Campus Facilities and Sustainability Office (CFSO)

Enquiry

For any enquiries about this programme, please contact Campus Sustainability Section, CFSO at 3400 8420 or green.campus@polyu.edu.hk. Please follow our updates on [website](#) or [Facebook](#) and to check if there is any official announcement in relation to the programme.