



OPENING HOURS OF PRAYER ROOM (PQ502a & Z302a)

Monday to Sunday (including public holidays): 07.00 - 23.30

CONDITIONS OF USE:

- Users must act in compliance with the laws of Hong Kong and with the Policy on the Use of the University Premises. Students should observe the rules and regulations as stipulated in the Student Handbook, including but not limited to those related to proper use of Student Identity Card. Please note that misuse of student ID card is strictly forbidden. The card holders are liable to disciplinary action if they lend their student identity card to another person to enable the latter to gain access to University facilities.
- 2. The use of PQ502a and Z302a (these rooms) shall comply with established University rules and regulations, including but not limited to the University's sexual harassment policy, guidelines for campus social distancing and anti-epidemic measures.
- 3. The University reserves the right to ask user(s) to leave these rooms if the conditions and regulations stated herein have been or are deemed to be violated.
- 4. The University will exercise its discretion to take immediate action(s), as deemed appropriate, should any of the rooms is found to have been misused and/or have been carrying potential risks towards the reputation and well-being of the University.

REGULATIONS:

(About the Scope of Activity and Conduct)

- 1. These rooms are for praying only. Please do not hold other kinds of activities in these rooms.
- 2. Users must not cause any disruption to other user(s), the normal activities and operation of the University.
- 3. Food and drink are not allowed.
- 4. No consumption of alcoholic drinks is permitted.
- 5. Users are responsible for keeping the rooms clean and tidy, and safeguarding their own belongings.
- 6. Decoration or publicity materials of any kind are **NOT** allowed to be put on any walls and doors.
- 7. Personal materials should be put in the cabinet. The University reserves the right to dispose of unattended personal materials not put in the cabinet and claim from user(s) any expenses incurred in the removal and disposal.

(About Use of Venues)

- 8. Advance booking is not required but please do not occupy the room for an unnecessarily long period of time.
- 9. These rooms are for PolyU students and staff only.
- 10. Users should leave these rooms by or at the end of the opening hour.
- 11. Users should leave these rooms immediately when typhoon signal number 8 or above is hoisted.
- 12. Users who need assistance in relation to air-conditioning and/or safety concerns should contact Security Centre at 2766 7666 / 2766 7999. For other enquiries regarding this room, please contact staff of Student Affairs Office at 2766 6800.

CONSEQUENCES

- 13. SAO reserves the right to cancel, interrupt or to terminate the use of the room(s) if the regulations stated above are deemed to be violated.
- 14. Users who have violated any of the above regulations may result in suspension of the use of the facility(ies) for 14 days and may be subject to disciplinary action.

PERSONAL INFORMATION COLLECTION STATEMENT

For details of the Personal Information Collection Statement (PICS), please visit <u>https://www.polyu.edu.hk/sao/personal-information-collection-statement/</u>.