

# Regulations on the Use and Cleaning of Public Refrigerators in the Student Dormitory

In order to ensure the sanitation and freshness of the contents of the public refrigerator, and to maintain the equal rights and interests of the residents, the school regularly cleans the refrigerator, and also provides a convenient and tidy living environment and facilities for dormitory students. All residents must abide to responsibilities and obligations to maintain hygiene and order, and to promote the sustainable and efficient use of public resources, these regulations below are specifically made.

1. Purpose: To protect the sanitation and cleanliness of public facilities and the environment, to cultivate the civic quality and morality of the dormitory students, and to implement the autonomous management of dormitory life.
2. These regulations apply to all residents inside the university
3. **【Regulations on the Use of Public Refrigerators】**
  - A. The use of public refrigerators **adopts a registration system (within two weeks after the school starts)**. Residents will register their personal information and be responsible for maintenance and cleaning before use. **It is illegal to use unregistered refrigerators.**
  - B. The public refrigerator is only provided for "short-term" storage for residents. If personal belongings need to be stored for a long period, or it is difficult to comply with the regulations on the use of public refrigerators. With the consent of all roommates, you may apply to the dorm manager to put a small refrigerator inside the dormitory room.
  - C. The public refrigerator will be open for use after the opening of the dormitory and will be emptied out at the end of the semester (except for the winter and summer dorm).
  - D. Items not to be stored in freezer: **alcoholic beverages, unsealed food** (such as easy-open cans, Tetra Pak, hand-shaking drinks, etc., please use plastic bags to seal them), **expired or spoiled food, non-general food, or fresh ingredients** (such as experimental items, kitchen/food waste, etc.)
  - E. Regulations on the labelling of items in public refrigerators: **please complete the required information, post, and label clearly.**  
Please write **【name, room number, storage date】** on the item/s (necessary)  
**※Please make sure to stick the label paper firmly on the item, or use a marker pen to write on the outer packaging, which must be clearly visible and easy to identify**
- Reminders and Notes**
  - a. **Clear and firm:** use a marker that is not easy to rub off and blur or fall off  
**※It can be made by yourself, such as using transparent tape to attach and avoid rubbing off or falling off.**
  - b. **Easy to identify:** marked in a clearly visible place
  - c. **Eligible writing:** writing is enlarged, correct and easy to identify
  - d. **Check and update:** Check item regularly, change the information in time, and avoid overlapping or duplication of labels
- ★F. **Public refrigerators will be cleaned every two weeks:** Anything that does not comply with the regulations on the use of public refrigerators, such as items that are not completely or clearly marked, items that cannot be stored in the freezer, and item that has not been cleaned up in the refrigerator according to regulations, will be regarded as violations and will be disposed of.  
**※Illegal items discarded are not responsible for storage and compensation**
4. **【Public Refrigerator Cleaning Regulations】**
  - A. In order to maintain the sanitation and cleanliness of public refrigerators, **all users of public refrigerators must be responsible for cleaning.**
  - ★B. Every semester, the dormitory committee of each dormitory instructs the users of the public refrigerators to clean up the refrigerators. **The users of the public refrigerators of the dormitory or those who violate the regulations must carry out the refrigerator cleaning operations according to the arrangement and regulation of the dormitory committees.**
  - ★C. **If the refrigerator cleaning operation is not carried out according to the instructions, the right to use the refrigerator will be taken, and the items stored during the period will be treated as illegal items, and the right to use the refrigerator will be restored after the refrigerator cleaning operation is completed.**
  - ★D. **Those who have been instructed to clean the refrigerator twice and have not done so, will be required to provide dormitory school service for 4 hours after issuing a violation order; those who have repeated violations or fail to perform school love service will be handled in accordance with the school's dormitory management rules.**
5. The refrigerator is a public facility, please cooperate with the above regulations and cherish the resources. We will not be responsible of stored items and will not be liable for financial compensation. **Stealing other people's items is strictly prohibited and will be dealt with in accordance with law.**