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# OPERATING RULES OF THE STUDY ROOM

## BLOCK 11 AND 12

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### Article 1

#### Operator

1. The common room Study room is located on the Strahov Dormitory, block 11 in room number 142 (hereinafter referred to as the "study room").
2. The Student Representative of Block 11 as defined in the Statutes of the Silicon Hill Club, the dormitory club of the CTU Student Union (hereinafter referred to as the "student representative") is responsible for the operation of the study room. The student representative is elected from among the accommodated persons according to the internal regulation of Election Rules of the Silicon Hill Club.
3. The student representative is electing study room managers from among the members of the Silicon Hill Club, who are involved in the operation, cleaning, and improvement of the table tennis room.
4. If the managers of the study room are unable to perform their function, their rights and duties are assumed by the student representative.
5. The list of study room managers is continuously updated on [https://wiki.sh.cvut.cz/kolej/bloky/blok\\_11](https://wiki.sh.cvut.cz/kolej/bloky/blok_11)

### Article. 2

#### Basic provisions

1. The study room is designed for silent self-study, school presentations or conferences.
2. In the room you must oblige to comply with the current measures of the Government of the Czech Republic, the House Rules of SÚZ (SFA) (including night quiet rules and smoking ban), statutes, internal regulations, and current measures of the Silicon Hill Club and the CTU Student Union, which are superior to these Operating Rules.
3. In the room there is equipment, the list of which is continuously updated on [the https://wiki.sh.cvut.cz/kolej/bloky/blok\\_11/mistnosti11a12](https://wiki.sh.cvut.cz/kolej/bloky/blok_11/mistnosti11a12)
4. The opening hours of the study room are not limited in case of compliance with the rules of night quiet and the rules of SÚZZ resulting from the accommodation contract.

### Article. 3

#### Rules for using the room

1. The key to the room can only be borrowed by a person accommodated on block 11 or 12 (hereinafter referred to as the "borrower") from the table tennis manager of block 11 and 12 only in exchange for a valid accommodation card (kolejenka).
2. The receptionist of block 11 and 12 may borrow the room to a person accommodated outside block 11 or 12 (mostly project and section managers) only with the prior consent of the student representative.
3. The borrower assumes all responsibility for the persons who are in the room throughout the borrowing period. At the same time, he must not restrict the access of other people to the room.
4. Upon arrival in the room, the borrower is obliged to check the equipment and cleanliness of the room and immediately report any defect to the managers of the study room or the receptionist. Otherwise, he assumes full responsibility for the damage incurred.
5. Upon arrival in the room, it is mandatory to disinfect your hands and after the end of the borrowing period also all used equipment. The equipment used must be disinfected in such a way that there is no damage to it.
6. It is forbidden to consume alcoholic beverages in the room.
7. The equipment of the room can be used only for its intended purpose. It is forbidden to take the equipment out of the room (except for books in the library), move it, any manipulation with wiring, disconnecting electronics, using any table except the corner table for cutting, gluing, or soldering, or any other manipulation not related to point 1 of Article 2 of these Operating Rules.
8. Returning the key back to the reception of block 11 and 12 may take place at any time after the borrower received it, provided that point 9 of this Article is fulfilled.
9. If the borrower leaves the study room for more than 30 minutes and there is no other person in the room, he is obliged to return the key back to the reception. If at least one other person remains in the study room, the current borrower must agree with him/her and together at the reception he/she will exchange the key to the study room for the accommodation card of this person, who thus becomes the new borrower pursuant to point 1 or point 2 of this article.
10. The room must be returned in the same condition in which it was handed over, with all the equipment, tidy, with the windows closed, the lights turned off and locked.
11. In the event of damage to the room and equipment, or loss of equipment or keys, the borrower or other persons in the study room are obliged to report this fact immediately and compensate for the damage within a week of being requested by the study manager. In the event of insufficient compensation, the situation will be resolved with the student representative or the housing manager and there may be a conditional termination of the housing agreement from the dormitory and restriction of benefits resulting from Silicon Hill club membership (e.g., by disconnecting from the network).
12. In addition to normal operation, the room can also be used for presentations or conferences, where the borrower may restrict access to the study room for selected persons. In the room, however, it is still necessary to follow the operating rules of the study room of block 11 and 12. If the borrower wants to use this option, he must report the event at least two days in advance to at least one study room manager. In this case, the study room manager:

- Informs other study room managers about the event
- Informs the reception of blocs 11 and 12 and ensures that at a given time the key will be borrowed only to the event organizer
- They will put an information poster on the study room at least one day in advance (It is possible to use Annex No. 1) and announce the temporary closure of the study room on block social networks.

The maximum possible length of the presentation or conference is 90 minutes and then the key must be returned to the gatehouse. Alternatively, the study room can be used by the borrower, but already in normal operation, i.e. without restricting access to the room. The study room managers may refuse to let the event happen. This point may only be used by one borrower once a week.

13. Study room managers or employees of SÚZ CTU have the right to change or terminate the ongoing borrowing period of the room. Such action shall be duly justified by the managers with one of the following reasons:

- Violation of the Operating Rules
- Inappropriate behavior
- Cleaning
- Room repair
- An official block or club event held in a room and announced on block social networks at least a day in advance.

In the event of early termination of the borrowing period, the borrower is obliged to restore the room to its original state and return the key to the study manager according to his instructions.

## Article. 4

### Final provisions

1. Violation of any point of the operating rules or behavior contrary to good morals and principles of health protection, as well as repeated damage to the room or its equipment, will be dealt with by the managers of the study room and may result in a restriction of the use of the room.
2. The managers of the study room reserve the right to any changes to the operation and operating rules approved by the student representative without prior notice.
3. Persons using the study room agree with the operating rules of the study room by entering to the study room, the borrower gives his consent already when receiving the key.
4. The Operating Rules come into effect from 11.12.2021 and all rules and operating rules of the study room issued before this date cease to be valid.

In Prague 11.12.2021

Student representative of block 11  
Patrik Hübner

Od (From) \_\_\_\_\_

Do (To) \_\_\_\_\_

# Studovna dočasně uzavřena

Z důvodu pořádání prezentace či zasedání.

Study room temporarily closed due to a social event.

Správce studovny bloku 11 a 12

Study room manager of block 11 and 12