

# 國立交通大學學生宿舍簡易廚房使用管理要點

## USING RULES OF KITCHEN

- 一、本校為顧及住宿生飲食之需要並落實嚴禁學生在寢室炊煮之規定，於本宿舍區設置簡易廚房，為確保各項設施使用之安全及優質之住宿環境維護，特訂定本管理要點。 Considering of the necessary of board and lodging and to forbid cooking in the rooms , We provide a simple kitchen for NCTU' s boarders . To assure the safety of facilities and maintain the best board and lodging environment at our dorm . We establish the rules for our boarders to follow .
- 二、為落實學生自治精神，研二舍九樓廚房由宿舍管理員及宿舍長共同負責管理，並依據本管理要點，使用廚房及各項設施，對管理不善或同學使用不當，影響大眾安全，廚房將暫停使用。 To implement the spirit of self-management of students . The simple kitchen will be managed by both manager-in charge and dorm leader at 9<sup>th</sup> floor/Graduate student dorm 2 , We should follow the rules to use the kitchen and facilities . If public-safety was hurted by any improper usage or management , The kitchen will be suspended immediately .
- 三、本廚房於上午7：00 至凌晨1：00 時間開放使用，其餘時間由管理員負責關閉大門。簡易廚房內設有電陶爐、微波爐、流理台、櫥櫃及滅火器，使用者若需其他廚具請自備。各項公用廚具使用須知均張貼於廚房，使用者應確實遵守使用規定並注意個人烹飪鍋具選擇，以維護廚具壽命並確保安全；不當使用導致公用廚具受損者，須依市價負賠償之責，The kitchen will be open during 7:00 AM - 1:00 AM , It will be locked by dorm manager during 1:00 AM - 7:00 AM , There are electric oven , microwave oven , sinks , lockers and fire extinguishers in it . You will be allowed to take your own toaster or oven to the kitchen , Please read the manual that are posted up in the

kitchen before using the facilities . You are also requested to choose proper and safe kitchen equipment for the safety reason . If public - facilities are damaged by anyone who will be requested to compensate it . The compensation will be the same as market price .

- 四、使用者須負責維護廚房之整潔，使用完畢應立即回復原狀並打掃清潔，廚餘及垃圾應立即自行清除。一般可燃垃圾，切除或不須要之蔬菜水果，保特瓶鐵罐及廚餘，請確實分類投入各桶內，以利清潔員整理，管理員與宿舍長每日檢查清潔狀況並陳報學務處住宿組處理。Kitchen users are requested to keep it clean, and put equipment back to original place after using always, Please sort the trash before throwing it to barrels or bucket. We have 3 barrels for (1) general garbage/burnable (2) pet bottles and cans (3) unnecessary vegetables and fruits/raw, (4) one bucket for leftover. It will be more convenient for house maid to clean the kitchen. The dorm manager and room leader will check it daily, and will report it to the director of Housing service department.
- 五、樓層陽台嚴禁烤肉、喝酒、吵鬧、留宿賓客而影響住宿品質者，均依住宿輔導辦法之規範議處。Barbecue, liquor-drinking and uproar are prohibited at the balcony and the kitchen. Visitors are not allowed to stay during 00:00AM - 08:00AM, Any violator will be handled by rules and regulations of board and lodging/NCTU.
- 六、爾後於寢室內發現炊煮事件，除將對違規者進行登記外，並依住宿輔導辦法退宿。If we found anyone is cooking in the room, Violator will be marked and be requested to check out of the dorm promptly.
- 七、本管理要點經宿舍長會議通過，陳請學務長核定後實施，修訂時亦同。The rules will be agreed by meeting of dorm leader, and it will take effect after the approval of the dean/Department of student affairs, The amendment in the future will follow the same procedure.