

# Regulations on Sports Facilities Management

Established -Mar. 1, 1989	Amended -Dec. 22, 1994
Amended -May 29, 1989	Amended -May 19, 1995
Amended -Sep. 17, 1990	Amended -Mar. 4, 1999
Amended -Mar. 1, 1992	Amended -Jun. 1, 2001

## Chapter 1 General Provisions

**Article 1 (Purpose)** These regulations prescribe matters concerning the administration of sports facilities of Pohang University of Science and Technology (hereinafter referred to as “Sports Facilities”).

**Article 2 (Application Scope)** These regulations shall apply to every sports facility in the University.

**Article 3 (Operation Policies)** ① Sports Facilities shall be operated for the purpose of physical education of the University and physical well-being of the faculty and staff members.

② The Physical Education Promotion and Management Committee shall be organized to deliberate on important matters concerning the management and operation of the Sports Facilities.

③ If necessary, fees may be charged for the use of the Sports Facilities.

④ The Sports Facilities may operate a lease and membership system for non-POSTECH users (groups) as long as it does not run counter to Clause 1.

⑤ A separate organization shall be operated for the efficient administration of the Sports Facilities.

**Article 4 (Operating Organizations)** ① The job allocation concerning the operation of the Sports Facilities shall be governed by the Organizational Structure Regulations.

② For the smooth administration of the Sports Facilities, the Director of the POSTECH Gymnasium and a few staff members shall be assigned to fulfill the following duties:

1. Matters concerning operation: Operation Office

- Establishment of gymnasium operation plans

- Matters concerning the maintenance of facilities and equipment

- Matters concerning the allocation of operating hours and lease of the Sports Facilities

- Other matters concerning operation

2. Matters concerning the repair of facilities: Facility Management Office

**Article 5 (Director of the Sports Facilities)** The President of the University may appoint Director of the POSTECH Gymnasium among the faculty members responsible for physical education to perform the following duties:

1. Operation of the fitness measurement room

2. Operation of programs on physical education classes

3. Other matters concerning the students' physical exercises

**Article 6 (Management Responsibility)** ① The Sports Facilities shall be managed by the Operation Office.

② The Head of the Operation Office shall assign a manager for Sports Facilities management and assume responsibility for overall facilities management.

③ The Head of the Facility Management Office shall fully assist in administration by providing -technical support, etc. for the operation of the Sports Facilities.

④ A person (group) who has (have) damaged a facility or lost an equipment by mistake during use shall have such restored without delay.

**Article 7 (Establishment and Composition of Sports Facilities Committee)** ① Matters concerning the establishment of the Sports Facilities Committee and its composition shall be stipulated separately.

**Article 8 (Functions)** The Sports Facilities Committee shall fulfill the following duties for the efficient operation of the Sports Facilities:

1. Fostering discussion and collecting opinions on the operation plans for the Sports Facilities
2. Other discussion on guidelines deemed necessary for the administration

**Article 9 (Usage)** ① Priority in using the Sports Facilities shall be given to the physical education classes of the University, physical exercise activities of students, faculty and staff members, and various events.

② An non-POSTECH individual (group) may be authorized to use the Sports Facilities as long as it -does not interfere with the usage specified in Clause 1.

**Article 10 (Instructions)** Details concerning how to use the Sports Facilities shall be stipulated separately.

**Article 11 (Operating Hours)** The operating hours of each Sports Facility shall be specified in the Operating Hours Table (Attached Table 1).

**Article 12 (Dress Code)** A user shall wear sports shoes and clothes when using the Sports Facilities for the purpose of physical exercise; for purposes other than physical exercise, one may wear other clothes with approval from the authorized persons.

**Article 13 (Using Inside Facilities)** Usage of the Sports Facilities or inside/affiliated facilities for each kind of physical exercise shall be managed by separate plans.

**Article 14 (Membership System)** The Sports Facilities may operate a membership system for non-POSTECH users; details concerning the operation of the membership system shall be stipulated -separately.

**Article 15 (Leasing the Sports Facilities)** An non-POSTECH individual (group) wishing to use the Sports Facility shall submit an application for leasing the Sports Facility (Attached Form No. 1) to the Operation Office for approval at least a week prior to the date of use.

**Article 16 (Payment of Rental)** A person (group) who has (have) obtained approval for lease must pay rental at least three days prior to the date of use; failure to make such payment shall be deemed a cancellation.

**Article 17 (User Guidelines)** Matters concerning the user guidelines for the Sports Facilities shall be stipulated separately for each Sports Facility.

**Article 18 (Safety Management)** ① A user (group) shall be responsible for his/her/their own safety when using the Sports Facilities.

② A user (group) must follow the user guidelines and notify the manager of any and all unsafe factors.

**Article 19 (Supplementary Rules)** Matters other than those provided for by these regulations shall be governed by general practice and may be stipulated separately as detailed implementing guidelines.

### **Addendum**

These regulations shall take effect on March 1, 1992.

### **Addenda**

1. These amended regulations shall take effect on December 22, 1994.
2. Matters executed before the amendment of these regulations shall be deemed to have been executed according to these regulations.

### **Addendum**

These amended regulations shall take effect on May 19, 1995.

**Addendum**

These amended regulations shall take effect on March 4, 1999.

**Addendum**

These amended regulations shall take effect on June 1, 2001.

(Attached Table 1)

### Operating Hours of Sports Facilities

Category		Hours	Physical Exercises
Gymnasium	Main court	06: 00 ~ 08: 30 12: 00 ~ 14: 00 16: 00 ~ 21: 30	Basketball, badminton, and volleyball
	Other facilities	06: 30 ~ 21: 30	Table tennis, racquetball, fitness training, and jogging
Tennis Court		Daytime	Tennis
Sports Ground		Daytime	Soccer, basketball, and volleyball

(Attached Form No. 1)

<b>Application for Using the Sports Facilities</b> (279-3881)					Approved by	Staff in Charge	Director	Director of POSTECH Gymnasium
Event Title								
Event Date	<u>DD</u> <u>MM</u> / <u>MM</u> <u>DD</u> / YYYY ( : ~ : )							
Sports Facilities	Gymnasium				Tennis Court		Sports Ground	
	Main Court	Table Tennis Court	Racquet ball Court	Arena	Center Code	Outside Code		
						ABCDEF		
Event Item							Expected Number of Users	
Approval from the Head of the Relevant Institute	Institute Name				Department			
	Name							
	Position				Tel.			
Note (Request for Support)								
<p>I hereby request the use of the Sports Facilities.</p> <p>DD/MM/YYYY</p> <p style="text-align: right;">Applicant: (seal)</p>								
<b>To: President, Pohang University of Science and Technology</b>								