

ORDER REGULATIONS OF THE FACULTY RESIDENCE HALL OF THE UNIVERSITY OF WARSAW

Residents of Faculty Residence shall be obliged to:

1. maintain cleanliness and order on the premises.
2. observe quiet hours from 22:00 to 6:00.
3. observe the rules of good coexistence with co-residents, including being responsible for their guests.
4. observe health and safety regulations, as well as fire regulations.
5. The use of the following shall be strictly forbidden in Faculty Residence:
 - 1) electrical appliances that are not part of the official equipment, and in particular: microwave ovens, electric ovens, grills and other high voltage appliances. The above does not apply to computers, chargers and devices used for personal hygiene;
 - 2) gas cylinders.
6. Residents shall maintain cleanliness and order in usable niches and chutes, in line with health and safety, and fire regulations. Only bicycles and strollers may be stored in open niches.
7. It is forbidden to place unused furniture in the hallways. Tenants themselves shall take them to the warehouses.
8. It is forbidden to smoke tobacco in public places.
9. Illegal production and sale of alcohol and drugs, as well as running gambling operations on the premises are strictly forbidden.
10. Parents shall be held liable for any damage caused by their children.
11. Tenants are allowed to keep pets (dogs, cats), provided it does not violate the order, cleanliness and safety, and does not disturb the peace of other residents. Owners of pets shall be liable for any damage caused by them.
12. Residents shall be obliged to remove all damage to the apartment and its equipment and make repairs at their own expense (i.e. painting the walls, replacing the carpeting). While renovating the apartment it is forbidden to make changes to existing installations, including: electrical, sanitary, intercom, internet, antenna, sound alarm, and fire detection systems. Tenants may apply for a repair loan in the Office for Social Affairs. If a loan has been granted, all repairs must be confirmed by the administration of Faculty Residence.
13. Settlement upon moving out includes:
 - 1) returning the clean and orderly apartment to the administration of Faculty Residence. Residents are obliged to remove wallpaper, remove pins and plaster holes in the walls, paint the walls if they are very dirty, replace carpeting if it is tarnished, replace broken windows, replace damaged electrical outlets as well as kitchen and bathroom sinks'
 - 2) returning keys to the apartment and the properly functional mailbox;

3) settlement of all accommodation-related payments.

14. Upon moving out the apartment shall be checked by an administrative worker and a technical worker (e.g. an electrician or plumber). It may also be checked by a representative of the Council of Residents.

15. The administration of Faculty Residence and the Council of Residents shall have the right to enter an apartment collectively if it is justified by the situation (e.g. a major failure, violation of the Regulations).

16. Exchange of equivalent apartments between residents shall be approved by the Manager of Faculty Residence.

17. Residents of Faculty Residence shall be obliged to notify the administration of any trips longer than three months.

18. Residents must not sublease their apartments to third parties. On consent of the Accommodation Commission it is however possible to leave the apartment under the care of another employee of the University of Warsaw or the tenant's family in the case of a business trip, after notifying the administration of Faculty Residence and the Council of Residents.

19. The administration shall be required to have spare keys to all the apartments. When changing the door locks, the tenant is obliged to leave a spare key with the administration on the first work day after the change. In case of fire or failure, the resident of an apartment that cannot be accessed due to the lack of a spare key shall be financially liable for the damage caused.

20. Failure to comply with the present Order Regulations may result in the removal of the resident from their apartment in Faculty Residence.

The Order Regulations shall enter into force on 1 January 2014.

Approved by:

Rector of the University of Warsaw
Prof. Dr. Marcin Pałys

Warsaw,