



VISITOR OF THE STUDY HALL
Facilities of Faculty of Science, Palacký University Olomouc
room no. 6.022, 17. listopadu 12, Olomouc

Contact person: Ing. Ondřej Kolář, e-mail: ondrej.kolar@upol.cz, ph.: 585 634 037

Article I

Accessibility

1. The study hall is located on the 6th floor of the Faculty of Science building, 17 November 1192/12, which is owned by Palacký University Olomouc (hereinafter "PrF" or "UP"). The premises are accessible from the lower floors by stairs and lifts; the same places serve as escape routes. The standard operating hours of the study hall are 6:00 a.m. - 9:00 p.m. on working days and is identical to the opening hours of the building. The PrF library is accessed through the study hall.
2. The study hall is available to all UP students.
3. In the interest of security and protection of property, the space of the building is monitored by a camera system with recording. By entering the premises of the building, the person agrees to the acquisition and processing of a camera recording.
4. It is possible to use a laptop that has its own source in the study hall.
5. There is a wireless Internet connection and an Internet connection via a connecting cable available in the study hall.
6. There are desktop computers available in the study hall, which the visitor can use after logging into the system. Login information is the same as student login to the Portal.
7. In no case does PrF take responsibility for items brought in by the visitor. Student lockers located in the central part of the building may be used to store things. It is possible to borrow keys from the lockers at the gatehouse of the building.

Article II

Compliance with visitor guidelines

1. The visitor guidelines of the study hall set binding rules for visitors entering the study hall.
2. Users are obliged to follow guidelines of the study hall, the visiting rules of the building, the UP Library Rules, the health and safety rules and the fire rules, as well as the safety and fire markings and regulations. In the event of a breach of the standards of good behavior, non-compliance with these study rules, non-compliance with safety, fire, hygiene regulations, orders and instructions of responsible staff, the visitor may be expelled from the study hall.

Article III

Rules of conduct for visitors

1. Visitors to the above-mentioned building must follow the instructions of the responsible employees of the building, and follow these instructions!
2. A visitor who causes or discovers any damage in the building through his own fault is obliged to immediately report this damage to the gatehouse of the building. In case of his fault, he is obliged to compensate the quantified damage to the owner of the building.
3. In all interior facilities of the building, users are forbidden to smoke and use open fire. It is forbidden to bring weapons, explosive substances, fireworks, psychotropic or toxic substances, flammables, odorous substances or other dangerous objects and substances that could cause damage to health or property to campus.
4. It is **FORBIDDEN to bring food and drinks into the study hall** - in open containers, or other things that may damage the property. It is possible to consume food and drink only in the designated areas of the building - in the central part of the building.
5. It is not possible to bring animals into the study hall, except for assistant dogs, who must always be accompanied by a disabled person or trainer.
6. Visitors are obliged to maintain the place neat and clean. It is not allowed to dispose of waste, other than in the places designated for that purpose, they undertake to sort the waste into marked containers. When staying in the area, visitors are obliged to:
 - extra care and act so as not to endanger the health, life or property of the tenant, operator or third parties
 - visitors are forbidden to interfere with any technological equipment and wiring in the premises
 - keep calm, voice communication via mobile phones and other imported devices is prohibited in the study hall
 - visitors are not allowed to move furniture
 - visitors are not allowed to manipulate any desktop computers
 - visitors must not manipulate with the electrical installation located in the floor boxes
 - visitors are not allowed to enter the gallery of the building through the windows
7. In the event of a crisis situation (fire, chemical spill, sudden flood, etc.) and the announcement of an evacuation, all persons present follow the evacuation plan of the building, the instructions of the evacuation manager, members of the preventive fire patrol and subsequently the commander of the fire brigade.
8. Other matters not expressly regulated by these Operating Rules are governed by the relevant provisions of the Civil Code, as amended.
9. Visitors are obliged to immediately report to the gatehouse of the building any violation of the Study Hall Visitor Guidelines or a situation endangering safety of persons or property in the building.