

# 國立陽明大學學生宿舍男五舍及女五舍簡易廚房管理要點

## National Yang-Ming University Key Points Governing the Simple Kitchens in Male Dorm #5 and Female Dorm #5

104 年 12 月 25 日學生事務會議通過

Passed on December 25, 2015 by Student Affairs Meeting

### 一、依據：

本校「學生宿舍管理辦法」第柒條第一項第三款辦理。

#### I. Legal Basis

Based on Article 7-1-3 of Regulations for the Students' Dormitory

### 二、目的：

為維護學生宿舍簡易廚房良好的環境與整潔，並確保宿舍之安全，特訂定本管理要點。

#### II. Purposes:

The Key Points are stipulated so as to keep the simple kitchens of the students' dormitory neat and clean and ensure the safety in the dormitory.

### 三、開放時間：

每日 07:00~24:00。

#### III. Opening Hours:

7:00-24:00 every day

### 四、使用資格：

本校男五舍及女五舍住宿生，當學年度參加過相關防火防災演練課程，即可提出申請，並通過使用規則相關考試後始可設定門禁卡。

#### IV. Eligibility:

Boarders of Male Dorm #5 and Female Dorm #5 who have attend fire and disaster prevention drill courses of the current academic year can make application for using the simple kitchen. After passing the examination of regulations, they will have their access cards set up.

### 五、使用規則：

#### V. Regulations:

1. 請事先填寫廚房使用預約表，使用時間以不超過一小時為原則。

Please fill out the kitchen reservation form in advance. Basically, the user can use the kitchen for no longer than 1 hour.

2. 使用前應詳閱電器使用手冊，若因個人不當使用電器，而造成事故發生或電器損毀，使用者須賠償損壞之電器，並負相關之責任。

Please read the electric appliance manual carefully before using the appliance in the kitchen. If any accident happens or electric appliance is destroyed due to improper use of the appliance, the user has to compensate for the damage and take related liability.

3. 若發現電器設備故障，請務必通知宿舍管理人員處理，請勿自行修理、拆卸電器設備，以免發生意外。

If the electric appliance is found broken down, please inform the dormitory supervisor. Don't fix or disassemble the appliance by yourself to avoid accidents happening.

4. 使用電器期間不得離開廚房，電器使用後，請務必檢查電源是否確定關閉並清理電器整潔。

Don't leave the kitchen when the electric appliance is on. After finishing using the appliance, please make sure to turn it off and keep it clean.

5. 個人物品、食物、垃圾皆必須帶走，違者視同廢棄物。並且恢復廚房整潔，清洗所使用之公共鍋具(不鏽鋼炒菜鍋、湯鍋)並恢復原位。不得傾倒穢物於排水管，以免堵塞排水管。

Please take away your personal belongings, food, and garbage, the items left in the kitchen will be regarded as waste. Please recover the kitchen, clean, and restore all the public utensils (stainless steel frying pans and stockpots) before leave. Don't dump waste in the drain pipe to avoid blocking it.

6. 使用簡易廚房時須放低音量、保持安靜，以維護宿舍安寧。

Please keep your voice down when you use the simple kitchen to maintain the quiet of the dormitory.

7. 簡易廚房使用後，須填寫使用情形紀錄及檢查表。

After using the kitchen, you shall fill out the using record and checkup form.

8. 嚴禁攜帶個人炊煮電器用品進入廚房，但可自備鍋具。

Your own electric appliance is forbidden in the kitchen, but you can bring your own cookware.

9. 違反廚房使用規則者，扣學生宿舍點數四點並禁止使用簡易廚房一個月。

Regulation violators will have their dormitory credits be deducted for four points and will be forbidden to use the kitchen for a month.

六、本管理要點經宿舍管理委員會議通過後，送學生事務會議核備後公佈實施，修正時亦同。

VI. The Key Points and its amendment shall be submitted to the student affairs meeting for review and approval before announcement for implementation, after being adopted by the dormitory management committee meeting.

# 國立陽明大學男五舍及女五舍簡易廚房門禁通行申請表

## National Yang-Ming University Application Form for Access to the Simple Kitchens in Male Dorm #5 and Female Dorm #5

姓 名 N A M E		卡 號 C A R D N U M B E R	學生證背面 10 碼 THE TEN DIGITS AT THE BACK OF THE STUDENT ID
寢室號碼 R O O M N U M B E R		聯絡電話 T E L E P H O N E	
申請資格 E L I G I B I L I T Y	<input type="checkbox"/> 當學年度參加過學校舉辦相關防火防災演練課程， 日期：年 月 日 Having attended the fire and disaster prevention drill held by NYMU in the current academic year (date: YYMMDD) <input type="checkbox"/> 當學年度參加過消防單位相關防火防災演練課程(附相關研習證書) Having attended Fire and disaster prevention drill held by fire department in the current academic year (with certificate of the drill) <input type="checkbox"/> 預計參加近期學校或消防單位相關防火防災演練課程 日期：年 月 日 Expected to attend the fire and disaster prevention drill held by NYMU or fire department recently (date: YYMMDD) <input type="checkbox"/> 我已詳讀男五舍及女五舍簡易廚房管理要點，並願意遵守。 I have read and agree to abide by the Key Points Governing the Simple Kitchens in Male Dorm #5 and Female Dorm #5.		
申請日期 A P P L I C A T I O N D A T E	年 月 日 YYMMDD		
管理員室 D O R M I T O R Y S U P E R V I S O R ' S O F F I C E	(簽章) Signature		
住 輔 組 S T U D E N T H O U S I N G G U I D A N C E S E C T I O N			
批 示 R A T I F I C A T I O N			

<p>學校取得以上個人資料，目的在於辦理相關工作，依個人資料保護法及相關法令之規範使用資料，本人已瞭解並同意學校蒐集、處理或利用本人個人資料之目的及用途。</p> <p>NYMU collects the above personal information in order to handle related application. According to Personal Information Protection Act and related laws, I have understood and agreed NYMU's purposes and use of collecting, processing, or using my personal information.</p>	<p>(申請人簽章) Signed by the Applicant</p>
--	--

### 男五舍女五舍簡易廚房門禁通行核定通知

## Notice of the Review Result of Access to the Simple Kitchen in Men's Dorm V and Women's Dorm V

同學:

台端申請男五舍女五舍簡易廚房門禁登錄，審核結果如下：

Dear student,

The result of your application for the access card to the simple kitchen in Male Dorm #5 and Female Dorm #5 is as follows:

業於 年 月 日審核通過，請即日起啟用。

The application is approved on YYMMDD. The access card starts to be available from the same day on.

未獲核准，原因如下：

The application is declined because:



23~24														
-------	--	--	--	--	--	--	--	--	--	--	--	--	--	--

備註: Notes:

1. 預約使用時間以不超過 1 小時為原則。如:王 XX:08:00~09:00

Basically, the reservation time shall be no longer than 1 hour. For example, Wang XX: 08:00~09:00.

2. 廚房關閉門禁時間:00:00~06:59

Closing hours: 00:00~06:59

