

## GUIDELINES GOVERNING THE USE OF PUBLIC REFRIGERATORS AT XIAMEN UNIVERSITY MALAYSIA (XMUM) RESIDENCES

1. **Purpose:** These guidelines are established to promote self-regulation at the residences, improve living condition, and protect the welfare of the residents at large.
2. **Scope:** These guidelines apply to all residents at XMUM residences.
3. **Guidelines:**
  - a. All residents are eligible to use the public refrigerator.
  - b. All the items kept in the refrigerator must be stored and sealed in **properly-covered container, bottle, jar, or plastic bag.**
  - c. All the items kept in the refrigerator must be tagged with the **date of storage** and the owner's particulars including **name and room number.**
  - d. The storage period is strictly limited to **ONE** week only.
  - e. For those who would like to have their items stored in the refrigerator for more than one week, they must retag their items with updated date of storage and owner's particulars before the expiry date.
  - f. The public refrigerator is to be checked and general clean-out is to be carried out on weekly basis, **every Thursday** or as and when necessary. All owners are required to remove their items from the public refrigerator before the clean-out date. Items which are **expired / prohibited / not tagged properly** will be removed from the public refrigerator. All uncollected and leftover items will be disposed without notification.
  - g. Prohibited items are as follows:
    - i. Alcohol and intoxicating items
    - ii. Controlled substances and illegal drugs
    - iii. Unsealed items such as opened can, bottle *et cetera*
    - iv. Food or beverage with strong odours such as durian, fermented bean curd *et cetera*
    - v. Oversized items
    - vi. Expired items
  - h. Violating these guidelines may result in community sentence.
  - i. **Stealing is strongly prohibited** and will lead to disciplinary and/or legal actions once found guilty.
  - j. The University and its management will not be responsible for damage or theft/loss of any items stored in the public refrigerators.
  - k. The University and its management will not be responsible for any illness, injury or disability, including death, attributable to your physical condition or for the aggravation of such condition caused by consumption or usage of any items stored in the refrigerator.
  - l. The University and its management reserve the right to impose new guidelines and/or amend the existing guidelines from time to time, and such additions and amendments shall be made known to residents accordingly.