

Premises rule

1§ Premises rule

This premises rule document is specifically for the management of Gustavus Rex which is located in Domus Gaudium. In addition of this premises rule, the usage of cluster premise is also specified by HYY's usage rules, Gustavus Rex's usage rules and ConduS Safety Space Protocols.

2§ The users of the premises

The premises is used by organizations which have a valid the use of premises agreement with the University of Helsinki Student Union.

3§ The premises manager

The premises are managed by ConduS ry. As a manager of the premises, ConduS is ultimately responsible of the premises.

4 § Use of the premises

Cluster premises are meant to use for events, meetings and other activities by those organizations who uses the premises.

5 § Premises committee

The board of ConduS grants the right to manage the premises to the Premises Committee. As an organization which is in charge of the premises, the board of ConduS can with justified reasons overrule the decisions of the Premises committee which are directly related to the organizations financial situation or which may be expected to be subject to legal sanctions.

6 § Members of the Premises Committee

A representative of ConduS board works as a chair of the Premises Committee. Every organization which uses the premises names one representative for the Premises Committee. The organization can change the representative by informing that to the chair of the Premises Committee.

7 § Meetings of the Premises Committee

The meetings of the Premises Committee are called together by the chair of the Premises Committee. The Premises Committee must convene when at least three members so demands. The meetings of the Premises Committee are open to every user of the premises but only the members of Premises Committee has the right to vote. The Premises Committee will convene at least two times in a semester. The meetings of the Premises Committee are quorate when the chair and at least four Committee members are there. If the vote is a tie, the chairs vote is decisive, however in a personal election and in a closed ballot the lot will determine the outcome. The minutes of Premises Committee meetings are taken.

8§ The task of the Premises Committee

The tasks of the Premises Committee include deciding on the purchases of the premises, sharing of the premises charges, penalties of negligence, assigning of the weekly cleaning shifts and organization of the premises training.

9§ Purchases and premises charges

The Premises Committee has the amount of money determined for the procurement in the Conodus budget. Additional funding must be agreed separately with the Conodus board. The Premises Committee will decide on the allocation of costs to the premises between the premises users. The treasury's cash flow runs through Conodus.

10§ Cleaning of the premises

Organizations which uses the premises have a duty to keep the premises clean. The Premises Committee may oblige organizations which uses the premises to clean the premises regularly. The Premises Committee decides on the cleaning shifts.

11§ Misuse and neglects

The Premises Committee is entitled to impose penalties for misuse of premises and non-compliance with the rules governing the use of premises. Penalties can be imposed on individuals and organizations as a whole. The person to whom the punishment is being imposed has the right to be heard at the meeting of the Premises Committee. Penalties are distributed equally and without favoring any individual.

12§ Access cards and keys

There are two types of keys available for space users. Electronic access passes allow access to the exterior doors and they are retrieved from HYY. Passes must be recorded in the manner prescribed by HYY. With the actual keys you can get into the locked rooms. The organization decides on the key holders it owns. The holder of the keys must be recorded.

13§ Damage compensation

Material damage to property is compensated for by money, the liability of the organization or the person responsible for the damage. It is decided separately for major damages, such as if there is water damage or the like that arises for reasons beyond the control of Conodus or its affiliated organizations. The Premises Committee will decide on the compensation.

14§ Appeals against the decisions of the Premises Committee

You may appeal against the decisions of the Premises Committee to the Conodus board.

15§ Change of the premises rule

The Board of Conodus may, by decision, change the premises rule. The changes will take effect immediately from the decision.