

**UNIVERSITY COLLEGE - CENTER OF GEOTECHNOLOGIES, UNIVERSITY OF SIENA
RULES OF CONDUCT, PROHIBITIONS AND OBLIGATIONS OF THE ASSIGNEES****1. Obligations of the assignee**

The assignees of the accommodation place, including guests and those who use the accommodation place in guesthouse mode, are required to fully comply with the regulations of the College of the Center of Geotechnologies (hereinafter CGT), of which this annex is an integral part. In particular, it should be noted:

- fairness and respect for other person;
- punctuality in payments;
- compliance with the methods of delivery and return of the apartments;
- compliance with the provisions established to ensure the good condition of the apartments, safety and civil coexistence between the assignees;
- the correct use of the premises and related furnishings to keep them in good condition;
- maintaining order, cleanliness, hygiene and decorum in the assigned apartment, both in the assigned room and in the common areas of the apartment;
- the need to provide, at least every two days, to deposit the waste in the appropriate bins located, by the Municipality, outside the College.

2. Prohibitions by the assignee

The assignee must not adopt any behavior that prevents good coexistence in the College. In particular, it is forbidden:

- a) to smoke in all rooms, including bedrooms;
- b) to possess weapons, explosive, corrosive, poisonous or flammable material; the possession of weapons and explosives leads to immediate expulsion from the College without the possibility of readmission;
- c) to possess and use any kind of narcotic substance; the possession and use of drugs leads to immediate expulsion from the College without the possibility of readmission;
- d) to organize games of chance;
- e) to annoy the other assignees, with noises from 11.00 pm to 8.00 am. The volume of the TV and radio must not disturb other assignees and neighbors;
- f) to place any object on the windowsills;
- g) to place clothesline or other tools for drying laundry to obstruct the passage, both inside the apartments and in the common areas of the College and of the CGT;
- h) to spread/shake clothes, sheets, mattresses, pillows, carpets, towels, tablecloths, etc. on the stair landings and out of the windows;
- i) to leave waste in the common areas of the College and throughout the CGT area;
- j) dirtying, cluttering, occupying stair landings, stairs and other places in any way to obstruct the passage;
- k) to permanently write or soil tables, other furnishings and surfaces in rooms and in common areas.

- l) to hang paintings, posters and anything else of this kind to damage the wall surfaces.
- m) to move, disassemble, modify or otherwise the furnishings.
- n) to modify the equipment and appliances of the apartments.
- o) to intervene, tamper with or modify the college systems (electrical, plumbing, etc.), including the heating thermostat and the central heating unit. Work on the systems can only be carried out by personnel authorized by the CGT.
- p) to introduce use multiple sockets, cookers, stoves.
- q) to use electrical equipment that does not comply with the safety standards in force in Italy.
- r) to throw in the drainpipes (bathroom, kitchen, etc.) materials that could clog the pipes. In case of obstruction of the drains in the internal section of the apartments, the cost of the restoration will be charged to the assignees.
- s) to add beds in the rooms, albeit of a temporary nature.
- t) to host in the rooms people not authorized by the CGT or, in any case, in violation of the provisions of the CGT University College regulations.
- u) to introduce animals into the boarding school, with the exception, for small animals, of assignees who have assigned apartments exclusively and who are previously authorized by the CGT President.

3. Environmental policy

1. The CGT adheres to the initiatives promoted by national, EU and international institutions in defense of the environment.
2. Believing that the protection of the environment and the ecosystem should not only take place through the actions of the institutions, but is a duty of everyone, the CGT invites the assignees to adopt behavior that is respectful of the environment and based on the need for optimization and conservation of natural resources.
3. For this purpose, it is recommended to take small measures that can contribute to the reduction of waste and waste; among these we note, by way of example:
 - the reduction of water used for personal washing and laundry and dishes, etc.
 - saving electricity: turning off the lights when you leave a room, turning off electrical appliances when not in use, etc.
 - separate waste collection using the special containers inside the apartments and the municipal containers located outside the CGT.

4. Complaints / suggestions

1. Any complaints relating to the quality or methods of providing services, as well as any messages and suggestions must be submitted to the CGT by e-mailing to collegiocgt@unisi.it.