

PERATURAN PENGGUNAAN AKAR CO-WORKING SPACES

AKAR CO-WORKING SPACES RULES

1. Pendaftaran | *Registration*

Pelajar mesti mendaftar sebelum menggunakan ruang. Imbas QR Code di kaunter Pejabat IAS.

Students must register before using the space. Scan the QR Code at the IAS Office counter.

2. Barang Peribadi | *Personal Belongings*

Dilarang tinggalkan barang berharga (laptop/PC). IAS tidak bertanggungjawab atas kehilangan.

Do not leave valuables (laptop/PC). IAS is not responsible for any loss or damage.

3. Waktu Operasi | *Operating Hours*

Ruang dibuka 24 jam kepada pelajar berdaftar.

The space is open 24 hours for registered students.

4. Tujuan Penggunaan | *Usage Purpose*

Hanya untuk aktiviti akademik seperti ulang kaji, penulisan tesis & penyelidikan.

For academic purposes only, e.g., revision, thesis & research writing.

5. Tanggungjawab Pengguna | *User Responsibility*

- Jaga kebersihan & susunan perabot.
Maintain cleanliness & furniture arrangement.
- Patuh polisi keselamatan universiti.
Follow university safety policies.

6. Pemantauan CCTV | *CCTV Monitoring*

Ruang dipantau oleh CCTV. Aktiviti tidak berkaitan akademik dilarang dan boleh dikenakan tindakan.

Area is monitored by CCTV. Non-academic activities are prohibited and subject to action.

TERIMA KASIH / *THANK YOU*

PROHIBITED



1) Hot meals or heavy food & beverages



2) Sharp or dangerous tools/items



3) Cooking or heating appliances



4) Flammable materials or chemicals



5) Disruptive audio devices



6) Pets



7) Mattresses, large pillows, or thick blankets



8) cigarettes or vaping devices



9) Alcoholic beverages or prohibited substances



10) Electric scooters & bicycles