

# Implementation Regulations on Dormitory Housekeeping Inspection

## I. Purpose:

In order to maintain the quality of student dormitories, create a high-quality accommodation environment, and promote students' physical and mental comfort, resident students are required to pay attention to neatness and cleanliness, maintain a high-quality living and accommodation environment, and develop hard-working and responsible habits.

## II. Housekeeping inspection time:

Spot checks are conducted one day a week (every Monday and Wednesday in Jingcheng Building; every Tuesday and Thursday in Qinpu Building), from 08:00 in the morning to 17:00 in the afternoon. (If there are people in the dormitory, it will still be checked according to regulations.)

## III. Standards for rewards and punishments for housekeeping inspections:

1. If there are any deficiencies in the housekeeping inspection, it is recommended for dormitory service learning. If there are serious deficiencies or repeated failure to improve, they will be dealt with according to university regulations.
2. Resident students who have achieved outstanding performance in the housekeeping evaluation for three times in total may be recommended to be awarded a commendation.

## IV. Housekeeping inspection items:

1. Personal items: Under the table, bed, power supply and garbage.
2. Group items:
  - (1) Power supply: Bathroom, fan, light
  - (2) Bathroom: Toilet, sink, mirror, floor
  - (3) Public area: Ground, garbage
3. Contraband items: Cigarettes, alcohol, betel nut, non-teaching gaming equipment, induction cookers (cooking equipment), large household appliances (such as electric

fans), pets, etc. are not allowed to be brought into the dormitory. Violators will be punished according to university regulations.

4. Housekeeping inspection details:

(1) Personal items

A. Under the table and writing desk: Keep them clean and tidy.

B. Bookcases:

(A) Things must be neat.

(B) Water and electricity control: Turn off faucets, lights, fans, air conditioners, computers and other electrical appliances when leaving the bedroom, and turn off the extension cord switch (If no one is in the bedroom, charging is prone to danger, and the power cord that is not charging is also required to be unplugged).

C. Beds: Kept neat and clean.

D. Shoes: Please put shoes in the shoes cabinet.

E. Clothing: Are the clothes hanging everywhere? (Do not hang clothes on wardrobe handles, chairs, or bed side panels. Please close the wardrobe door and do not expose clothes from the wardrobe).

(2) Group items

A. Public area: Keep the curtains and windows clean, keep the floor clean, do not pile up sundries, and do not stick anything (on walls, floors, bed sets) in the room. Once discovered, they should be removed immediately and their original condition should be restored. Wipe off dust from bed ladders, writing desks, bookshelves, bathroom cabinets, bedside tables, and low cabinets.

B. Bathroom:

(A) The toilet must be scrubbed, the sink and floor should be kept clean and dry, and water stains on mirrors must be wiped off.

(B) Cleaning tools must be placed neatly.

(C) Please place the items on the sink against the wall and avoid clutter.

(D) On housekeeping inspection days, resident students who use the bathroom are asked to keep the bathroom clean after use.

- (E) A dustpan and laundry basket can be placed under the sink. (Do not put them in public areas.)
- (F) If you want to place special shoes worn in the bathroom, please put them neatly.
- C. Trash cans: Do not fill garbage to the top of the trash cans and do not place food or fruit peels in the trash cans to prevent vector mosquitoes from breeding and affecting health.