

National Taiwan Ocean University

Directions for Borrowing LOHAS Bicycles

Approved by the 3rd Administrative Meeting of the 1st semester of the academic year 2013-2014 on October 3, 2013
Issued under Hai-Zong-Shi-Zi No. 1020017806 on October 18, 2013
Amendments to Points 2 and 4 approved by the 5th Administrative Meeting of the 1st semester of the academic year 2013-2014 on December 12, 2013
Amendments to Points 1, 2, 3, 4, and 5 approved by the 4th Administrative Meeting of the 2nd semester of the academic year 2015-2016 on June 2, 2016
Issued under Hai-Zong-Shi-Zi No. 1050011812 on June 15, 2016
Amendment to Point 4 approved by the 4th Administrative Meeting of the 1st semester of the academic year 2016-2017 on November 10, 2016
Issued under Hai-Zong-Shi-Zi No. 1050023120 on November 23, 2016

- Article 1 These Directions are established to support environmental protection, energy conservation, and care for the planet, to promote Lifestyles of Health and Sustainability (LOHAS), and to provide bicycles (including locks) for borrowing.
- Article 2 Borrowing and return hours:
(1) Borrowing hours: 08:00 to 17:00 daily (including weekends and holidays).
(2) Return hours: summer (April to October): 08:00 to 19:00; winter (November to March of the following year): 08:00 to 18:00.
- Article 3 Eligible borrowers: limited to faculty members, staff, and students of the University, alumni, and retirees.
- Article 4 Borrowing and return rules:
(1) Each person may borrow one bicycle; however, students accompanied by a parent may borrow up to two additional bicycles.
(2) No fee is charged for borrowing periods of up to two hours; a fee of NT\$30 is charged for borrowing periods of up to three hours. Bicycles may be borrowed for a maximum of three hours per day (except for official use); borrowers who exceed this limit shall have their borrowing privileges suspended for two weeks.
(3) Borrowers shall present identification (staff ID, student ID, alumni card, retiree card, etc.) for verification and register on site before borrowing.
(4) Borrowers who exceed the free borrowing period shall pay the fee by one of the following methods:
1. At the General Services Division.
2. Directly at the borrowing station, which will forward the payment to the General Services Division.
3. At the Cashier Division, with the receipt then submitted to the General Services Division.
(5) Borrowers who fail to pay overtime fees as required shall have their bicycle borrowing privileges suspended.
- Article 5 Borrowing and return locations: Bicycles shall be borrowed and returned at the stations announced.
- Article 6 Notes:
(1) Borrowers shall be solely responsible for their personal safety during the borrowing period. Borrowers who lend the bicycle to others without authorization shall also be responsible for any resulting accidents. Responsibility for the safekeeping of the bicycle during the borrowing period rests with the borrower.
(2) For their own safety, borrowers riding bicycles off campus shall observe traffic rules and pay attention to speed and safety. Borrowers shall be solely responsible

for any accidents resulting from violations of traffic rules.

- (3) Borrowers shall return bicycles in their original condition (including accessories). Where a bicycle breaks down or is damaged through improper use, the borrower shall compensate the actual repair costs; where a bicycle is lost or damaged beyond repair, the borrower shall compensate its original price.

Article 7 These Directions shall be issued and implemented upon approval by the Administrative Meeting.