

## **KSI's policies in relation to the KSI room.**

*(Note! When referring to the KSI board, this document refers to the whole board and not just individual members.)*

1. The KSI board is the responsible organisation of the room, therefore any decisions that involve the appearance and management of the room suggested by a third party (such as other societies/clubs/non-board members) must be discussed and accepted by the KSI board. This includes purchasing items for the room such as furniture or equipment.
2. KSI will do its best to facilitate communications of all international students and staff at Kumpula with one another as well as between different international clubs/societies within Kumpula. For this purpose,
  - a. When using the KSI room, everyone should speak in English so as to not leave anyone out;
  - b. The KSI room will be open to collaborating with all international societies at Kumpula, so as to not leave out or single out any specific demographic.
3. All organisation and members that use the KSI room must abide by the core rules of the room, found on our website, 'KSI room' page [<https://blogs.helsinki.fi/ksi-kumpula/ksi-room/>].
4. Non-KSI societies/organisations can use the KSI room to hold any event on the condition that it has been agreed upon with the KSI board beforehand at least 10 days in advance. This is to ensure no overlap of events.
5. Non-KSI members and organizations may not use the KSI room as a sales and distributions point, unless specifically pre-arranged and agreed upon with the KSI board.
6. The KSI room can be used as a storage facility only as agreed with the KSI board. Any brought products are the responsibility of the persons/organizations/societies that brought them. Products that expire must be used or disposed of before the expiration date.
7. Please be respectful to the room to make sure it can be enjoyed by all. To this end
  1. Make sure to not leave the room messy or dirty;
  2. Be mindful of the studies happening in surrounding lecture halls, particularly during organised events.

**To contact the KSI board, see**

<https://blogs.helsinki.fi/ksi-kumpula/contact-us/>