



EDCILIPMO

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Rules & Regulations for 24 hour access to EDCILIPMO

1. The Membership card is not transferable and cards found in the possession of unauthorized persons will be confiscated.
2. The Membership card remains the property of SGGSI&T at all times and must be surrendered upon request.
3. Do NOT give access to anyone else (this means opening a door or giving your card to someone else , See Rule 1) you have the right to ask them to use their own Membership card and if they do not have one, do not let them have access.
4. When entering or leaving areas of the lab, please ensure the doors are secure behind you.
5. Do NOT bend, make holes in or otherwise damage your card as this may impair its function and incur a personal cost of replacement.
6. SGGSI&T Security personnel and members of Entrepreneurship Development Cell, Innovation laboratory and Intellectual Property Management Office (EDCILIPMO) Staff reserve the right to refuse access to any card holder who contravenes the rules and regulations of the SGGSI&T and other subsequent policies of the EDCILIPMO.
7. Misuse of the card will result in the card being suspended and confiscated.
8. Food and drink are not permitted inside the labs at any time. Offenders will be asked to leave the lab and lab privileges may not be revoked.
9. Please keep noise to a reasonably low level such that other users are not disturbed.
10. Users are not allowed to unplug any of the network and power cables from their respective sockets.
11. To protect users and ensure the security of equipment in the lab is equipped with a 24- hour Digital Video Camera.