

**IZMIR INSTITUTE OF TECHNOLOGY
SPORTS FACILITIES DIRECTIVE**

FIRST SECTION

Purpose, Scope, Basis, and Definitions

Purpose

ARTICLE 1- (1) The purpose of this Directive is to regulate the provision of sports opportunities for students, academic and administrative staff of İzmir Institute of Technology, the organization of sports events, and the duties, authorities, and responsibilities of the relevant units and individuals.

Scope

ARTICLE 2- (1) This Directive covers the procedures and principles regarding the operation of the sports facilities owned by İzmir Institute of Technology.

Basis

ARTICLE 3- (1) This Directive has been prepared based on Article 47 of the Higher Education Law No. 2547 and the Regulation on the Implementation of Health, Culture, and Sports Affairs of Higher Education Institutions.

Definitions

ARTICLE 4- (1) The following terms used in this Directive refer to:

- a) **Institute:** İzmir Institute of Technology,
- b) **Rector:** Rector of İzmir Institute of Technology,
- c) **Senate:** Senate of İzmir Institute of Technology,
- ç) **Board of Directors:** Board of Directors of İzmir Institute of Technology,
- d) **Department:** Health, Culture, and Sports Department,
- e) **Department Head:** Head of the Health, Culture, and Sports Department,
- f) **Facility Supervisor:** The responsible person for the relevant sports facility,
- g) **Facilities:** Sports Facilities of İzmir Institute of Technology.

SECOND SECTION

Sports Facilities Personnel Duties and Authorities

Branch Manager

ARTICLE 5- (1) The Branch Manager responsible for the operation of the facilities is the Sports Services Branch Manager accountable to the Health, Culture, and Sports Department.

Duties and Responsibilities of the Facility Supervisor

ARTICLE 6- (1) The relevant Facility Supervisor is responsible for the duties listed in Article 7 and is accountable to the Branch Manager in all matters.

Duties and Responsibilities of the Facility Supervisor

ARTICLE 7- (1) The duties and responsibilities of the Facility Supervisor are as follows:

- a) Ensuring that the facilities are well-maintained and ready for use,
- b) Taking measures for the maintenance, repair, and protection of the facilities,
- c) Carrying out daily inspections of the facilities and ensuring deficiencies are addressed,

- ç) Ensuring that the equipment in the facilities is clean, well-maintained, and functional,
- d) Keeping records of information and documents related to the facilities,
- e) Preparing a schedule for sports activities to be held at the facilities,
- f) Responding to requests for activities and training sessions at the facilities,

Operation, Maintenance, and Repair of Sports Facilities

ARTICLE 8- (1) The following points should be considered regarding the operation, personnel needs, maintenance, and repair of sports facilities:

- a) Personnel and part-time student staff needed for the operation of the facilities are provided based on the request of the Branch Management, the proposal of the Department, and the approval of the Rector or the relevant Vice Rector.
- b) The maintenance, repair, and all other expenses of the facilities are covered by the relevant budget item of the Health, Culture, and Sports Department.

Conditions for Access to Facilities:

ARTICLE 9- (1) The individuals who can benefit from the facilities are:

- a) Students of İzmir Institute of Technology,
- b) Academic and administrative staff of İzmir Institute of Technology and their spouses and first-degree relatives,
- c) Retired personnel and their spouses and first-degree relatives,
- ç) Alumni of İzmir Institute of Technology,
- d) Employees of Technopark

THIRD SECTION Sports Facilities and Rules

Sports Facilities

ARTICLE 10- (1) The sports facilities covered by this Directive are as follows:

- a) Indoor Sports Hall,
- b) Artificial Turf Field,
- c) Tennis Courts,
- ç) Mini Golf Course,
- d) Outdoor Basketball Courts,
- e) Fitness Center,
- f) Outdoor Conditioning Area,
- g) Semi-Olympic Swimming Pool.

Rules to be Followed at Sports Facilities:

ARTICLE 11- (1) The rules to be followed by users of the facilities are as follows:

General Rules:

- a) Entry to the facilities is not allowed without first consulting the on-duty staff.
- b) Smoking is strictly prohibited in the facilities.
- c) Only sports clothing and shoes appropriate for the facility are allowed. Entry is not allowed with tank tops, slippers, outdoor sports shoes, or wet clothing.
- ç) Dirty or muddy shoes are not allowed inside the facilities or in outdoor areas.
- d) Sports halls and outdoor facilities must be used properly and for their intended purposes.

Equipment and surfaces should not be damaged.

- e) Locker rooms must be kept clean and orderly.
- f) Lockers in the locker rooms are for daily use only and must be emptied after use.
- g) Showers in the locker rooms should not be used for purposes other than intended (e.g., washing clothes or shoes).
- ğ) A towel must be used in conditioning areas. Any area that is sat or leaned on must be covered with a personal towel.
- h) Shoes and upper clothing must not be removed in the facilities.
- ı) A "Fit to Exercise" health report is mandatory for dependents of members under the age of 18. The responsibility for the dependents lies with the member.
- i) Facilities are used according to the weekly schedule set by the Branch Management.
- j) Members or their guests are responsible for any damage they cause, and compensation will be demanded as per the damage report.
- k) Reservations are mandatory for facilities that require them.
- l) Users are responsible for their lost items in the facilities.
- m) Usage of the sports facilities is intended for internal stakeholders of the Institute, and the membership fees to contribute to the facility expenses are submitted to the approval of the University Board of Directors. Membership fees must be paid prior to the use of the facilities.
- n) The Department Head is authorized to cancel the membership of users who do not comply with the rules of the facility or cause disturbances.
- o) In case of non-compliance with the facility rules: A verbal warning will be given by the on-duty staff on the first instance, a written warning on the second, suspension of membership for one month on the third, and suspension of membership for four months on the fourth. Membership fees will not be refunded.
- ö) The Institute is not responsible for health problems arising from non-compliance with supervision and safety rules in areas requiring supervision.

ARTICLE 12- (1) Rules for Artificial Turf Field, Tennis Courts, Outdoor Basketball, and Mini Golf Area

- a) Individuals wishing to use outdoor facilities must make a reservation in advance.
- b) It is prohibited to use shoes that could damage the surface on the artificial turf field.
- c) Adherence to start and end times for reserved sessions is mandatory.
- ç) During the hours when tennis courts are used for educational purposes, students may use the facilities under the supervision of their course instructor.
- d) Individuals wishing to use the tennis courts must provide their own rackets and balls.

ARTICLE 13-(1) Rules for the Conditioning Gym

- a) Users must present identification to the attendant at the reception upon entry.
- b) Proper sports attire must be worn when using the conditioning gym.
- c) Clean sports shoes must be used in the conditioning gym.
- ç) Users must register with the attendant and work under the guidance of the supervisor after registration.
- d) It is prohibited to dismantle, move, or change the parts of the sports equipment in the conditioning gym.
- e) Sports equipment must be returned to its designated place after use.
- f) Noisy behavior that may disturb other users during training is not allowed.
- g) If others are waiting to use the treadmills, each session should not exceed 30 minutes.

g) While working with free weights, users must ensure they do not pose a risk to others, and exercises must be performed only in areas designated for free weights. Weights should not be dropped from a height.

h) If a user wishes to change the way conditioning equipment is used, they must seek assistance from the supervisor.

i) Sports bags must be left in the locker rooms and should not be brought into the gym.

i) Users are solely responsible for any health issues that may arise if they have not had their health checked before using the conditioning gym.

j) Users who fail to attend their appointments twice will receive a warning, and their membership will be suspended for 15 days on the third warning. Memberships will be suspended for 4 months for users who show non-compliance more than three times. Membership fees will not be refunded.

ARTICLE 14 - (1) Rules for the Swimming Pool

The following rules are designed to ensure a healthy environment where users can swim safely. Users are required to comply with these rules and heed the instructions of pool staff.

(2) The semi-Olympic swimming pool has a shallowest point of 1.90 meters, a deepest point of 3.60 meters, a length of 25 meters, a width of 10 meters, and 5 lanes. The rules for the pool are as follows:

A. General Rules:

1. Individuals who cannot swim are not allowed to enter the pool.
2. It is mandatory to use the foot bath before entering the pool.
3. Showering before entering the pool is mandatory.
4. Entering the pool is not allowed until it is officially open and the lifeguard is on duty.
5. Wearing a swimming cap is mandatory.
6. Lifeguards and pool staff are responsible for enforcing pool rules. Users who repeatedly refuse to comply with pool rules will be removed from the pool.
7. No food or beverages (except bottled water) are allowed around the pool.
8. Entry to the pool and poolside is allowed only in swimwear suitable for swimming. The swimwear should not leave any color marks and should be made of appropriate material (e.g., Lycra, synthetic fiber, nylon).
9. Individuals and groups must use the pool at the scheduled times indicated in the program.
10. Personal items, except for towels (such as bags, books, clothes, etc.), should not be brought to the pool area.
11. It is prohibited to distract lifeguards and pool staff.

12. Users must not engage in behaviors that pose a danger to themselves or others, or cause discomfort (e.g., running, pushing, diving, dunking others, speaking loudly).

B. Rules for Health and Safety:

1. Individuals with open wounds, infections, etc., should not enter the pool.
2. Any behavior that compromises the hygiene of the pool is prohibited (e.g., spitting, blowing water out of the mouth).
3. It is mandatory to wear slippers around the pool area and in the locker rooms.
4. Individuals under the influence of alcohol are not allowed in the pool area.
5. Holding one's breath underwater is prohibited. Attempting breath-holding exercises without supervision can have fatal consequences.
6. Glass bottles and sharp objects that may cause injury (e.g., jewelry) are not allowed in the pool.
7. Chewing gum is prohibited for safety and health reasons.
8. Any injuries or accidents in the pool must be reported to the lifeguard immediately.
9. During emergencies, lifeguards must not be disturbed while performing their duties. Assistance should only be provided when requested by the lifeguard.

C. Lane Usage Rules:

1. The pool can be used with a reservation during the hours determined by the institution.
2. Lanes must be vacated at the end of the designated time.
3. Users must always swim on the right side of the lane (counter-clockwise) and near the lane ropes.
4. Users are not allowed to hold onto or rest on the lane ropes. Resting can only be done at the lane ends, using the wall for support.
5. Lifeguards may ask users to change lanes based on their swimming speed for safety reasons.
6. Aside from entering and exiting, the pool cannot be used laterally.

D. Pool Equipment Usage:

1. Use of goggles is recommended.
2. Floaties, rings, etc., are not allowed in the pool.

3. Users must inform the lifeguard if they wish to use a snorkel.
4. Users must inform the lifeguard if they wish to use the diving blocks.

E. Children Usage:

1. Children under 12 years old are not allowed to use the pool.
2. Children between the ages of 8-12 who can swim may use the pool under the supervision and responsibility of a parent (one child per parent) during the specified lane times.

FOURTH SECTION Allocation and Fees for Sports Facilities

Allocation

ARTICLE 15 – (1) The Institute's Facilities Can Be Allocated for Short or Long-Term Use Under the Following Conditions by the Rectorate:

- a) Facilities are primarily allocated for education, training, leisure time, and sports activities.
- b) Facilities can be used by units of the Institute, provided that their physical infrastructure and the interior remain intact and that educational and sports activities are not disrupted.
- c) Facilities can be used for any meetings, cultural, sports, and arts activities deemed necessary by the Rectorate.
- ç) Facilities may be used by external institutions and organizations under a protocol signed in advance, according to the terms set forth in the protocol.
- d) Applications for allocation must be submitted to the Department at least one week in advance.
- e) Applications will be evaluated by the Department, provided they do not disrupt education and training.
- f) If the allocation is deemed appropriate, the applicant will be granted permission for use.
- g) If a fee is set for allocation, the fee must be deposited into the relevant account of the Strategy Development Department. The receipt must be presented before permission for use is granted.
- ğ) If the allocation is denied, the reason will be communicated to the applicant.

Fee

ARTICLE 16 – (1) The use of sports facilities is limited to the Institute's internal stakeholders, and membership fees approved by the University Board of Directors will be collected to contribute to the facility expenses.

FIFTH SECTION Miscellaneous and Final Provisions

Enforcement

ARTICLE 17 – (1) This Directive shall enter into force upon approval by the Senate.

Execution

ARTICLE 18 – (1) The Rector of İzmir Institute of Technology shall execute the provisions of this Directive.