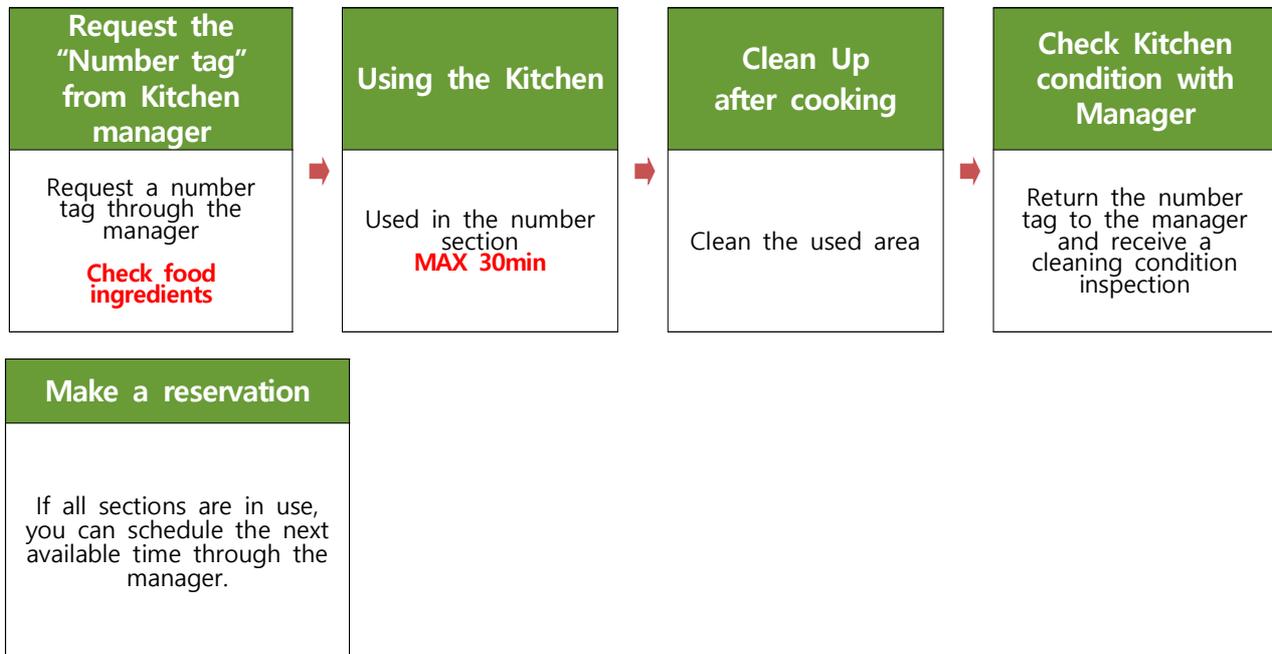


International Office have decided to change instruction of the kitchen.  
Please check the changed detail below.

## 1. Kitchen Hours (Effective from Sep 6th)

	Morning	Lunch	Evening
Week Days	-	11:00 ~ 14:00	17:00 ~ 20:00
Weekends & Holiday	-	11:00 ~ 14:00	17:00 ~ 20:00

## 2. How to use Kitchen



※ You can't use the Kitchen without "Number tag"

## 3. Kitchen Rules

- ① Request a number tag through the manager
  - ※ Any seafood is prohibited
- ② Cooking Hours
  - ※ Each team can use the kitchen for **30 mins MAX**
  - ※ If all sections are in use, you can schedule the next available time through the manager.
- ③ **Cooking ware, grocery and food are not allowed in your room**
  - ※ You can keep your grocery in the refrigerator. (Comply the rule)
- ④ Clean up after using the kitchen
  - ※ Do the dishes, put the cooking ware back to where it was and clean up your mess
  - ※ Perishable food scraps are sealed in plastic wrap and thrown away.
- ⑤ Return the number tag to the manager and receive a cleaning condition inspection
  - ※ If the cleaning condition is not perfect, it must be re-cleaned, otherwise the kitchen cannot be used

#### **4. Note**

- ① Penalty points and will be given if you don't follow the kitchen rule.
- ② Kitchen Manager will check and manage at all times.
- ③ If any cooking ware is found from your suite, we will throw them away immediately.
- ④ Cooking ware must stay in the Kitchen
- ⑤ Only Global Village resident can use the Kitchen