

## **SOP –SWIMMING POOL COMPLEX**

1. NUST has a 25 meter length swimming pool along with tuck shop and a pro shop. To ensure smooth functioning of the Swimming Pool Complex, detailed SOPs are as under: -

- a. Membership is allowed to NUST Students, Faculty/Officers and their Families, Alumni and NSTP Tenants. Guests are not allowed.
- b. Each member will be issued with the membership card after paying the registration fee (Anx-A)
- c. In case of loss of membership card, Rs 500/- will be charged for issuance of duplicate card.
- d. Members must bring along their Swimming Pool membership card when coming to swimming pool. Entry will not be permitted inside the swimming pool without possession of authorized card.
- e. Members will be responsible for their personal belongings. In case of any loss / theft of their belongings the administration will not be responsible.
- f. Members will swim entirely at their own risk. In case of any accident NUST and its representative at the pool will not be held responsible.
- g. Un-trained/Non swimmers are not allowed to swim in the deep water of the swimming pool.
- h. Children under 10 years of age are not allowed to enter into swimming pool premises without parent(s)/guardian.**
- i. Take the locker keys from reception after submitting your Membership Card and CNIC/NUST ID card and return the keys at reception while leaving the swimming pool.
- j. Pool will remain closed on Friday for the purpose of its maintenance and on all official holidays.
- k. Any member misbehaving at pool site will be asked to leave the area and membership will be cancelled.
- l. Following must be ensured by all members / swimmers: -
  - I. Must wear **proper swimming costume** (trouser, pants etc are not allowed).
  - II. Must take shower before swimming.
  - III. Must be **medically fit** i.e. no skin disease etc.
  - IV. Should not wear shoes / slippers on the pool deck.
  - V. Must use swimming cap.**
  - VI. Must pay their dues by **5<sup>th</sup> of each month**, otherwise their membership will be cancelled.
- m. Monthly fee & Membership Charges Anx 'A'.**
- n. Swimming Pool Time Slots Anx 'B'.**
- o. Swimming Pool rules & Hygiene rules are attached as Anx 'C'.**
- p. Membership form is attached as Anx 'D'.**

**Note:- All member must vacate the swimming pool immediately when emergency alarm/siren is activated.**

**MEMBERSHIP/SUBSCRIPTION RATES**

<b>Ser</b>	<b>Category</b>	<b>Membership (One Time)</b>	<b>Monthly</b>	<b>Remarks</b>
1.	Student/ Children/ Family Members ( <b>NUST Residents</b> )	2,000	1,000	No Charges for kids below 8 yrs using kids pool
2.	Faculty/ Officers	3,000	2,000	-
3.	Alumni	5,000	3,000	-
4.	RIC/NSTP Tenants (Pakistani)	10,000	5,000	-
5.	RIC/NSTP (Foreigners)	20,000	10,000	-

**MASTER CARD - SWIMMING POOL AND GYM**

<b>Category</b>	<b>Registration Fee (Rs)</b>	<b>Monthly Fee (Rs)</b>	<b>Remarks</b>
Family Master Card	5,000	4,000	
Indl Master Card (faculty/staff)	3,000	2,500	
Indl Master Card (students)	2,000	1,500	

**Account No. 22927901792101 HBL H-12 Campus Branch****2. Membership Procedure**

- a. Download the form from CMS/Qalam/Website and fill the form.
- b. Get the form duly signed and stamped from medical centre.
- c. Deposit the fee in above mentioned bank account number.
- d. Submit the form along with bank receipt with 2x photographs and NUST Card at swimming pool reception.

**SWIMMING TIME SLOTS (Male)**

1	1000 hrs - 1045 hrs
2	1045 hrs – 1130 hrs
3	1130 hrs - 1215 hrs
4	1215 hrs - 1300 hrs
5	1300 hrs – 1345 hrs
<b>Break Time 1345hrs – 1530hrs</b>	
6	1800 hrs – 1845 hrs
7	1845 hrs – 1930 hrs
8	1930 hrs – 2015 hrs

**SWIMMING TIME SLOTS (Female)**

1	1530 hrs – 1615 hrs
2	1615 hrs – 1700 hrs
3	1700 hrs – 1800 hrs

- \* Note:**
- **Pool will remain closed for maintenance on Friday.**
  - **Each member will be allotted 30 minutes for swimming per day. The time period will be adjusted by Sports Branch as per the desire of the member if possible.**
  - **The members are allowed to use swimming pool only and not the SPA.**

➤ **POOL RULES**

1. Non-Swimmers are not allowed to enter the main pool.
2. Cell Phones are not allowed. Deposit cell phones at the reception.
3. Swimming costume and swimming cap is compulsory.
4. Do not make a splash.
5. Do not litter.
6. Max 30 mins swimming is allowed to each member and he is requested to leave after that to give opportunity to others.
7. Change/Shower room will be kept dry/ neat and tidy, by the staff on duty.
8. Lifeguard presence is compulsory while swimming.
9. Don't leave your children unattended.
10. Running around the pool premises is not allowed.
11. Electronic devices are not allowed.
12. Individual is responsible for safe custody of his belongings.
13. Take the locker keys from reception after submitting your CNIC/NUST ID card and return the keys at reception while leaving the swimming pool.
14. No eatables are Permitted in Pool premises.
15. Guests, Personal Servants and Guards are not allowed.
16. Membership will be given only to immediate family members.
17. Rs. 500/- will be fined for damaging locker or misplacing the locker key.

➤ **POOL HYGIENE**

1. Take a shower before you enter the pool.
2. Cleanse your feet from disinfectant placed near the pool before entering inside the pool.
3. Maintain personal hygiene.
4. Trim your fingernails, toe nails and hair.
5. Wash / Cleanse your feet from disinfectant tub placed near pool side.
6. Spitting, gargling, and nose blowing is not allowed inside the pool.
7. Person suffering from skin or infectious disease will not enter the pool.
8. No glass, drinks, or food inside the pool.
9. Don't swallow the water you swim in.
10. Don't enter the pool with open cuts and wounds.
11. No pins or clips inside the pool.
12. Female to wear swimming costume w/o undergarments in order to maintain pool hygiene.
13. Co-operate with management to deliver their best.

**SWIMMING POOL MEMBERSHIP FORM**

**APPLICATION FOR MEMBERSHIP**

- 1. Name & Designation: \_\_\_\_\_ 2. School/Dte/Company: \_\_\_\_\_
- 3. Mobile No: \_\_\_\_\_
- 4. Membership applied for: -

Ser	Name	Relationship	Age	Signature of Medical Authority
a.				
b.				
c.				

**Note: -**

- 5. 2 x photographs (1 x1) along with 1 x Copy of NUST Card of each member to be attached with application. Swimming is not allowed without Swimming Pool membership card. Deposit the fee in following account

**Sports Account No. 22927901792101 HBL H-12 Campus Branch**

- 7. Time slot will be communicated by sports branch. However, change in timing can be adjusted as per the desire of member if possible.
- 8. Signature of medical authority (NMC) showing that member is not suffering from infectious disease.
- 9. Members may select their three preferable time slots for swimming (Annex -B).
- 10. Following members of my family are proficient swimmers and are allowed to swim independently: -
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
- 11. **Undertaking:-** I take the responsibility of any accident/mishap occurring within/outside the pool with respect to me or my family members mentioned in para 4 above and the management will not be held responsible under any circumstances.

\_\_\_\_\_  
(Signature of the applicant)

**MEDICAL CERTIFICATE**

It is certified that the individual \_\_\_\_\_ is cleared from all infectious diseases (incl skin, Hepatitis etc). He may be allowed to use swimming pool.

Dated: \_\_\_\_\_ 2021

\_\_\_\_\_  
(MO's Sign)