

STUDENT-LED ORIENTATION

# BRIEFING SESSION



—● Student Support & Activities, DSTO ●—



# Today's agenda

## 1. Opening Remarks

By Professor Ben CHAN, Associate Dean of Students

## 2. Anti-drug campaign

By Narcotics Bureau, Hong Kong Police Force

## 3. Health and Safty Tips

By Ms Ceci TSANG, HSEO

## 4. Green O'Camp

By Ms Loretta LUK, SUST

## 5. Hall logistics

By Miss Ally CHAN, SHRLO

## 6. Sports Facilites

By Mr. Justin LI, Sports Development, DSTO

## 7. Venue and Equipment

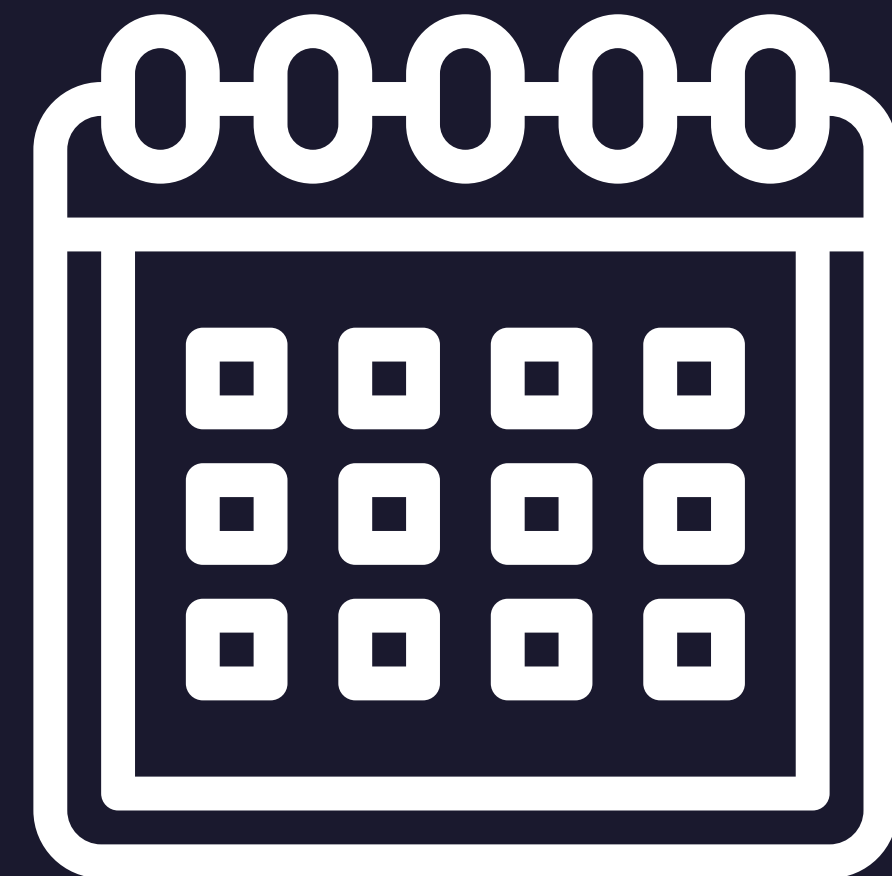
By Ms. Rita YAU, Student Support and Activities, DSTO

## 8. Reminders

By Mr. Apollo LAM, Student Support and Activities, DSTO

## 9. Welcome Fair arrangement and counter allocation

By DSTO-SSA and HKUSTSU





# Taking Drugs – Are you ready to take the consequences?



# Content

01

Drugs Abuse Situation among Teenagers

02

Drugs Commonly Abused in HK

03

Serious Consequences



01

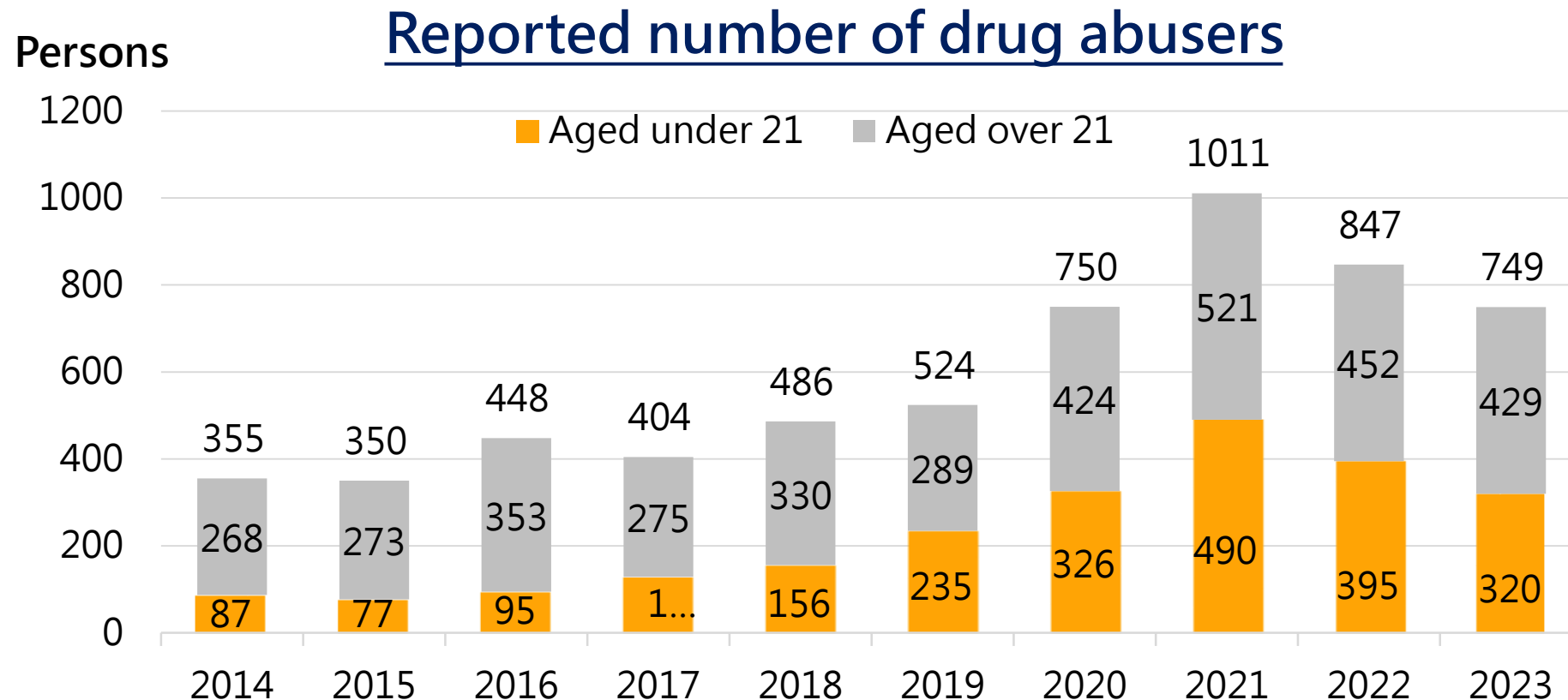
# Drugs Abuse Situation among teenagers



# Drugs Abuse Situation among Teenagers

No. of reported drug abusers increased by **111%**

No. of reported drug abusers under age of 21 increased by **268%**

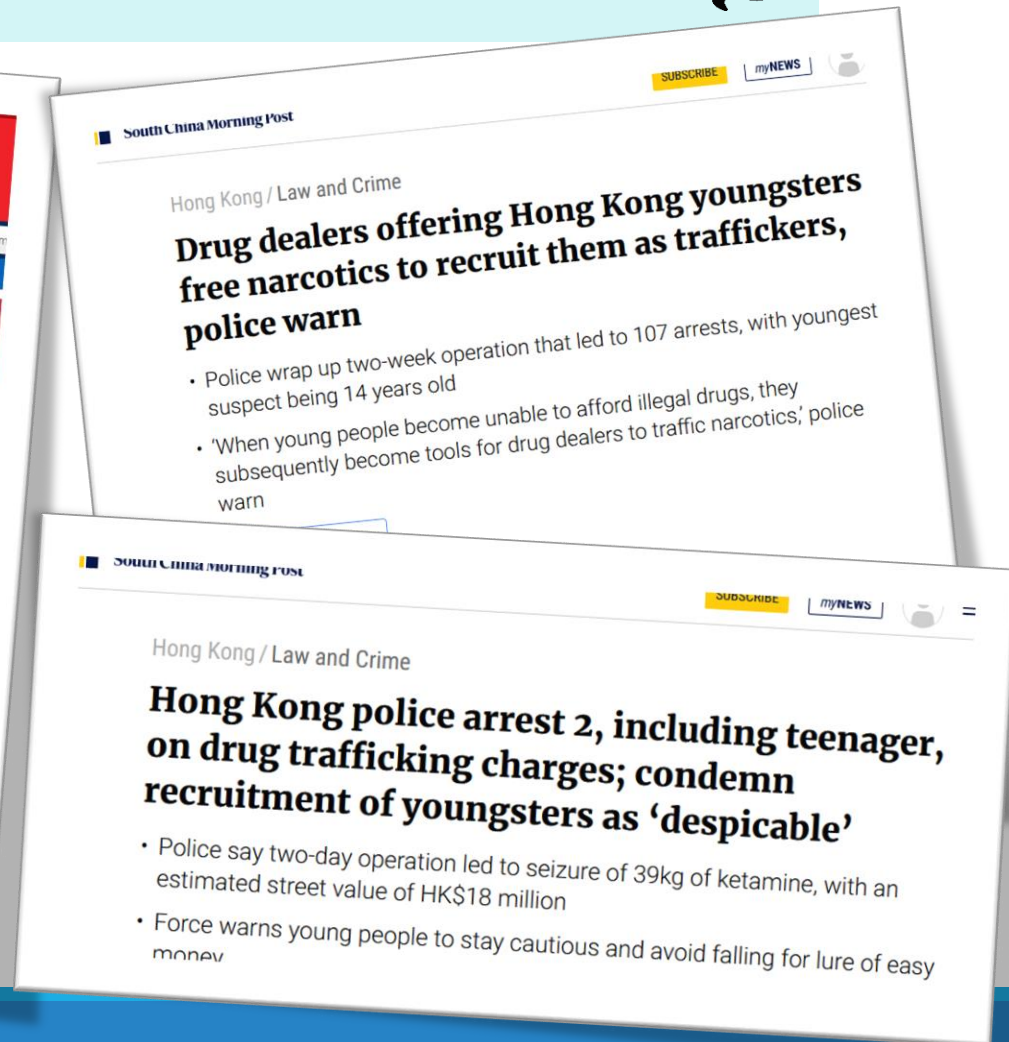
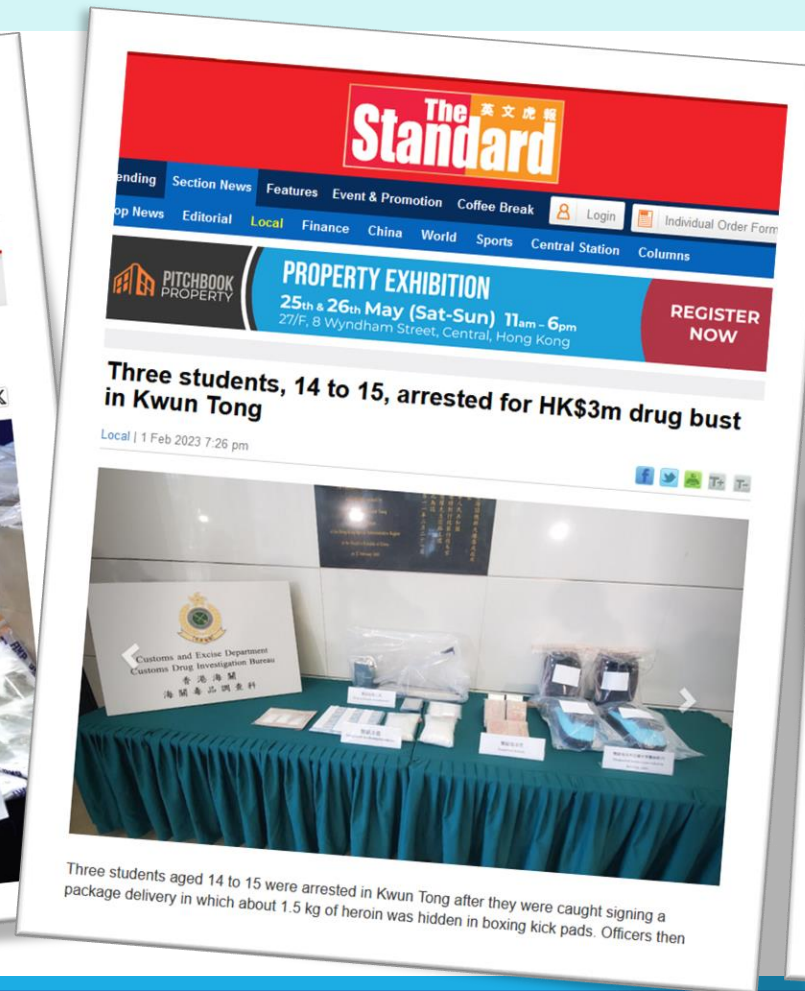
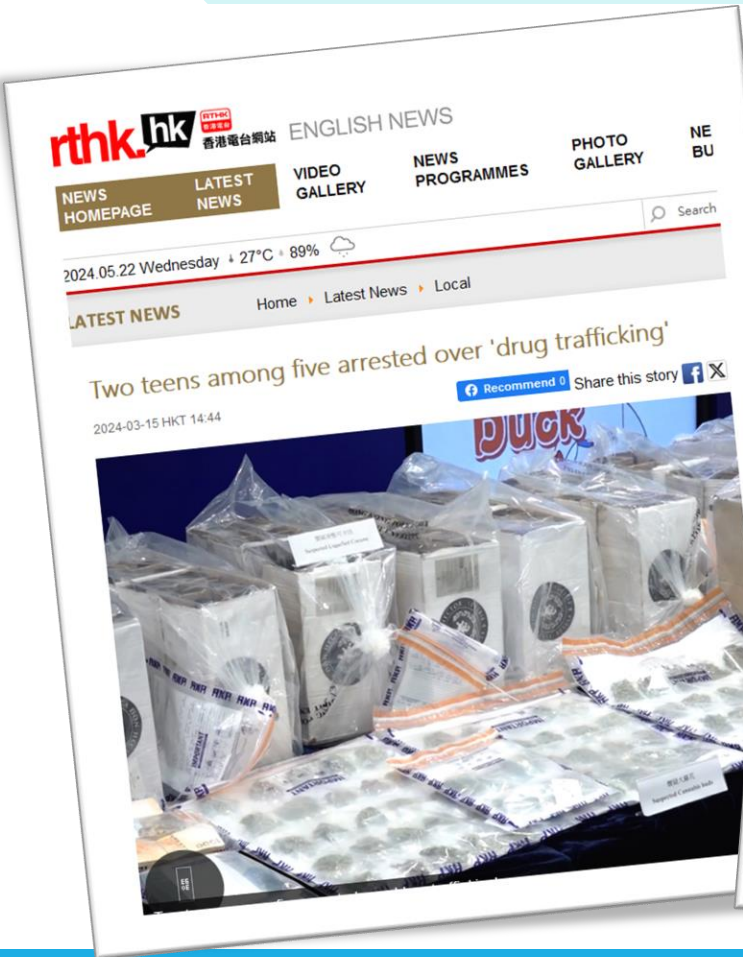




# Drugs Abuse Situation among Teenagers

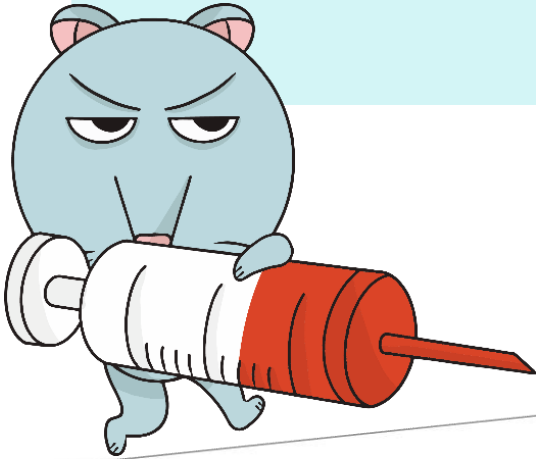


## Teenagers arrested for drugs trafficking activities



# Drugs Abuse Situation among teenagers

## Drugs Abuse in Universities



South China Morning Post

### University in Hong Kong investigating suspected case of cannabis use on campus

- Hong Kong University of Science and Technology launches probe after video circulates on social media appearing to show student smoking drug inside dorm room
- University stresses it does not tolerate illegal drug use and expects students to abide by law

South China Morning Post

Hong Kong / Law and Crime

### Hong Kong student arrested in HK\$200 million drugs bust, as police break up 'sophisticated' gang

- Police seize 86kg of heroin and 148kg of crystal meth in major operation in Cheung Sha Wan
- The 22-year-old suspect likely to be charged with drug trafficking after officers bag biggest haul of illegal narcotics at one time this year

South China Morning Post

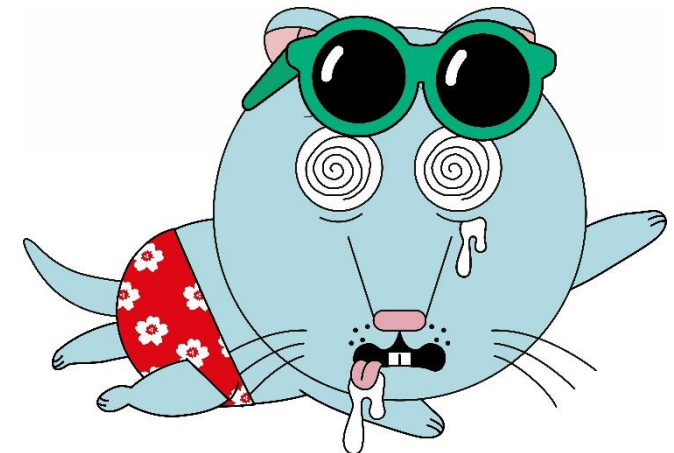
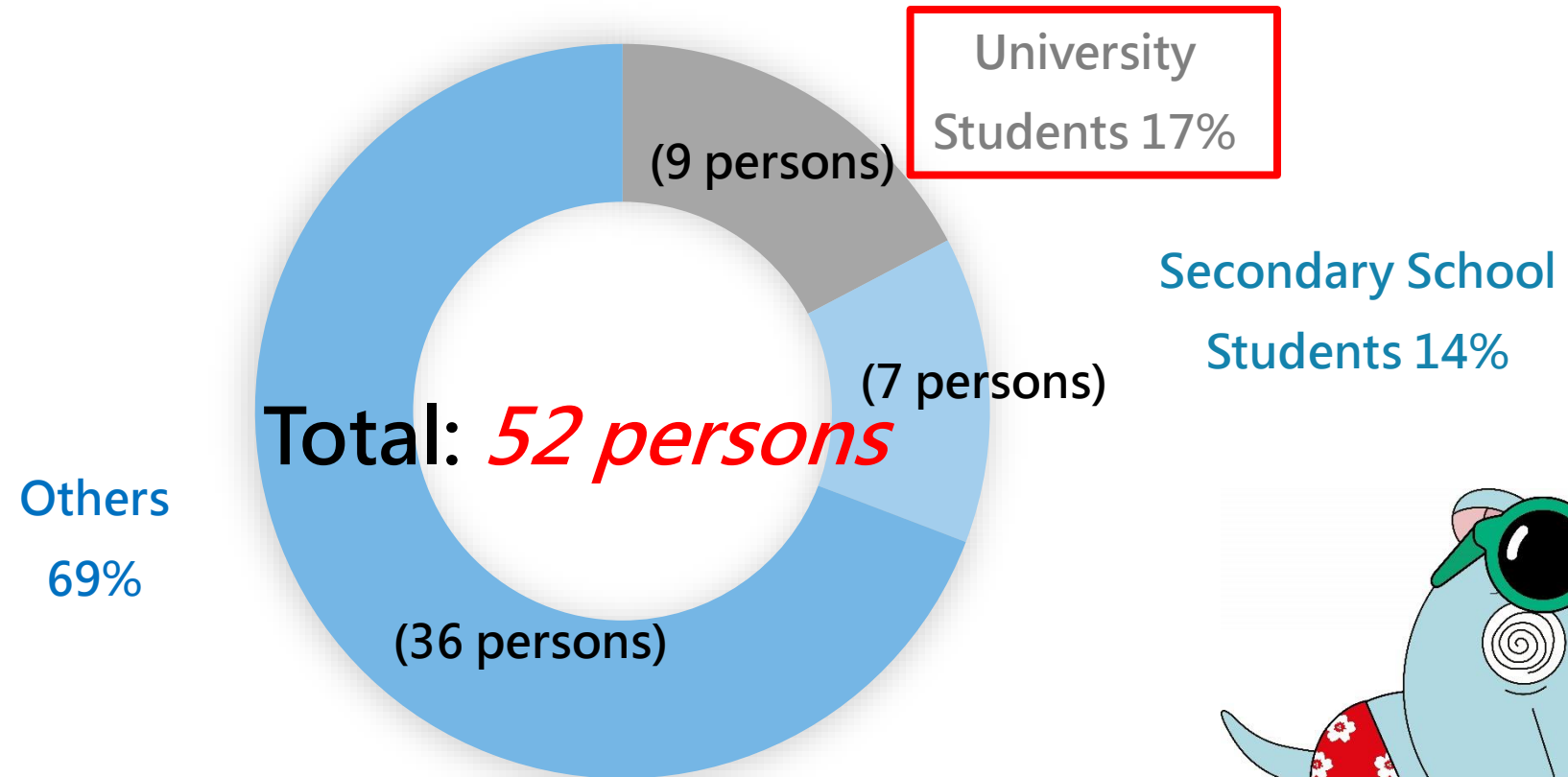
Hong Kong / Education

### New University of Hong Kong nursing undergraduate alleges she was 'groped' by senior male student at 3-day orientation camp

and others also smelled marijuana throughout three-day HKU student nursing society  
made her want to abandon course before September

# Drugs Abuse Situation among teenagers

No. of Arrested Persons aged under 21 (Jan-March 2024)





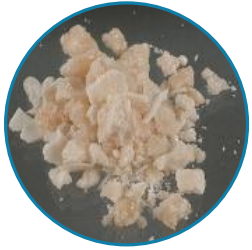
02

## Drugs Commonly Abused in HK





# Drugs Commonly Abused in HK



**Cocaine**

- Panic & Confusion
- Anxiety
- Impaired memory,
- Hallucination,
- Nervousness
- Excitability
- Feelings of persecution
- Extra sensitivity, especially to noise
- Mood swings
- Affected memory
- Heart disease,
- Nasal damage



**Ketamine**

- Hallucination
- Drowsiness
- Nausea
- Depression
- Impaired long-term memory and cognitive difficulties
- Deficiency in motor co-ordination and impairment in executive function
- Uterine damage / contraction
- Impaired motor function
- Respiratory/heart problems



**Heroin**

- Unstable moods
- Reduced sexual drive
- Constipation
- Menstrual problems
- Breathing problems
- Coma
- Low blood pressure
- Slow irregular heart rate
- Lack of oxygen in the blood
- Slow and shallow breathing
- Sharing of injection tools may result in serious infections such as hepatitis B and AIDS



**Methamphetamine (Ice)**

- Dizziness
- Reduced appetite
- Sweating
- Chest pains
- Fever
- Panic and confusion
- Permanent inability to sleep
- High blood pressure
- Rapid/irregular heart beat
- Skin rash
- Urinary tract dysfunction
- At very high doses, toxic psychosis, convulsions, coma, brain hemorrhage and death can occur.

# Drugs Commonly Abused in HK - Cannabis



Cannabis



- Cannabis plant contains numerous types of chemical compound called "cannabinoids", including **THC** and **CBD**
- Effect: Relaxed state, increased sensory perception
- Sign of Abuse: Reddening of eyes, uncontrollable laughing
- Major Effects & Danger: **Addiction, hallucination, anxiety, depression, reduced concentration and distorted perception**
- Street Name: 'Marijuana', 'Pot', 'Bush', 'Weed', 'Hash', 'Ganja', 'Grass', 'Joint'

# Drugs Commonly Abused in HK - Cannabis

CBD is controlled under  
Cap 134 Dangerous Drugs Ordinance since Feb 2023

## THC (Tetrahydrocannabinol)

- The major cannabinoid in cannabis plants causing psychoactive ("high")
- Harmful effects and addiction

## CBD (Cannabidiol)

- CBD is also extracted from Cannabis





# Drugs Commonly Abused in HK - Cannabis



Numerous types of products of Cannabis, THC & CBD



# Trending Drugs – Etomidate (Part I Poison)



- a drug used for anesthesia and sedation
- **Effect** : Sedative, hypnotic and relaxing effects
- **Inhalation methods/tools** : liquids packaged as electronic cigarette cartridges or flour-like white powders
- **Adverse Effect** : Trembling, dizziness, unsteadiness, and staggering
- **Major Effects & Danger** : hallucinations and bad temper can affect mood, thinking and behavior, causing irreversible damage to brain nerves, respiratory depression and even arrest.
- **Street Name**: Space Oil (太空油)



# Trending Drugs– Etomidate (Part I Poison)



如果大量吸食

- 还会出现脾气暴躁等影响人的情绪、思维和意志行为的精神障碍  
甚至可能造成呼吸暂停等严重后果

吸食依托咪酯后

- 出现手抖眩晕、站立不稳、东倒西歪等类似醉酒状态

# Behavioral Characteristics of Drugs Abusers

Extreme personality changes

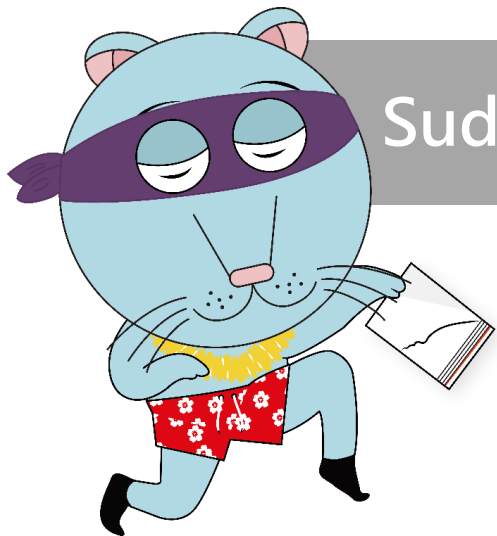
Irritable and Moody

Changes in participation or performance at school or work

Indifferent to Socializing

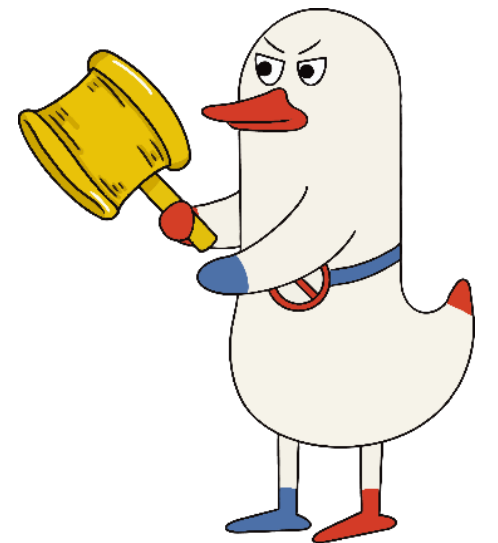
Sudden Change of Hobbies

Sudden Change of Social Circle



03

## Serious Consequences



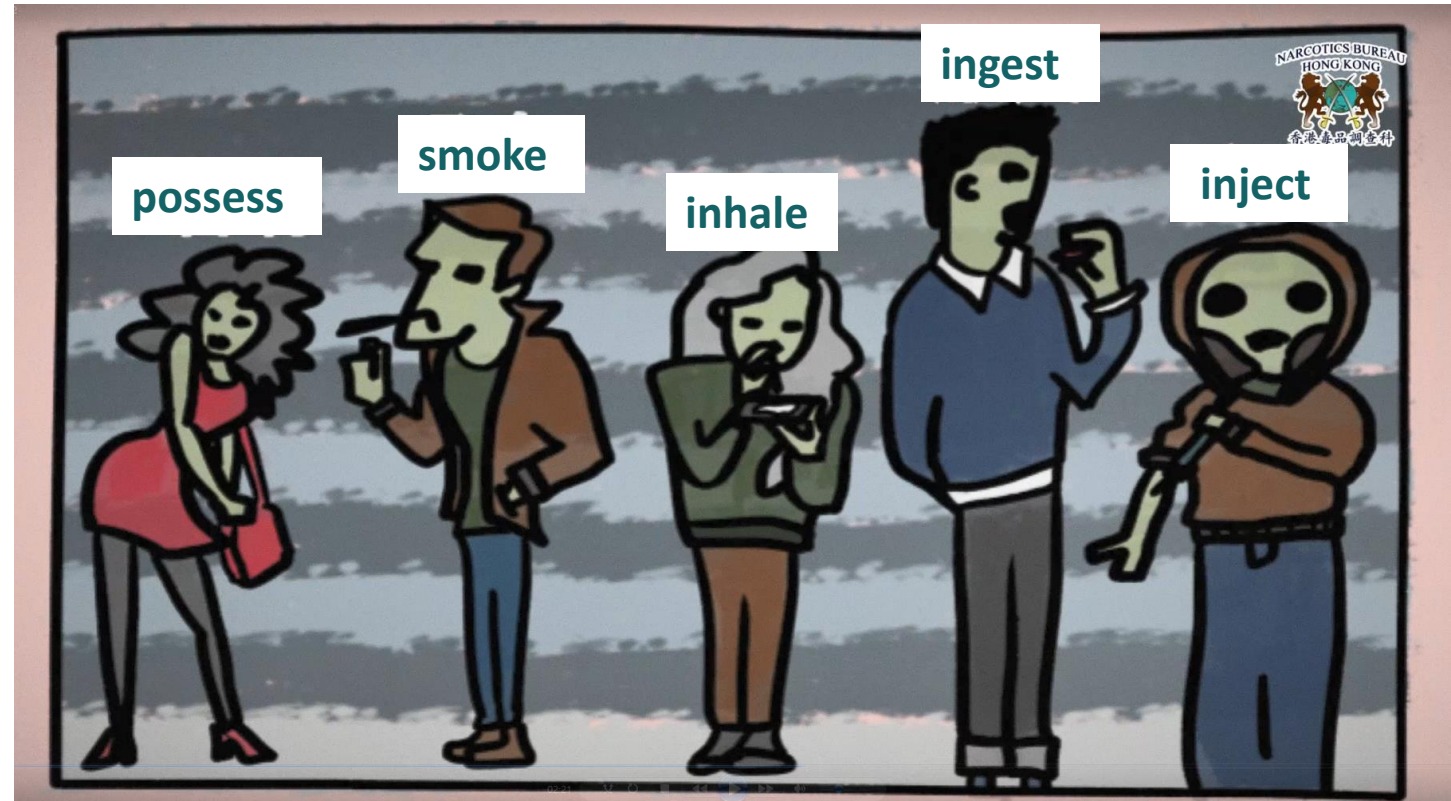


# Serious Consequences

## 《Dangerous Drugs Ordinance》 ( Cap134 )

### Section 8 Possession of Dangerous Drug

(1) no person shall  
(a) have in his possession; or  
(b) smoke, inhale, ingest or inject a  
dangerous drug.



**A fine of HK\$ 1,000,000 + imprisonment for 7 years**

# Serious Consequences

## 《Dangerous Drugs Ordinance》 ( Cap134 )

### Section 36 Possession of Pipes, Equipment, etc.

No person shall have in his possession any pipe, equipment or apparatus fit and intended for the smoking, ingestion or injection of a dangerous drug.



**A fine of HK\$ 10,000 + imprisonment for 3 years**

# Serious Consequences

## 《Dangerous Drugs Ordinance》 ( Cap134 )

### Section 4 Trafficking in Dangerous Drug

- (1) No one shall
- a) traffic in a dangerous drug
  - b) offer to traffic in a dangerous drug
  - c) do or offer to do an act preparatory to or for the purpose of trafficking in a dangerous drug

**A fine of \$5,000,000 and to imprisonment for life**



# Serious Consequences

## Cultivation of and Dealing in Cannabis Plant

Under Section 9 , no person shall

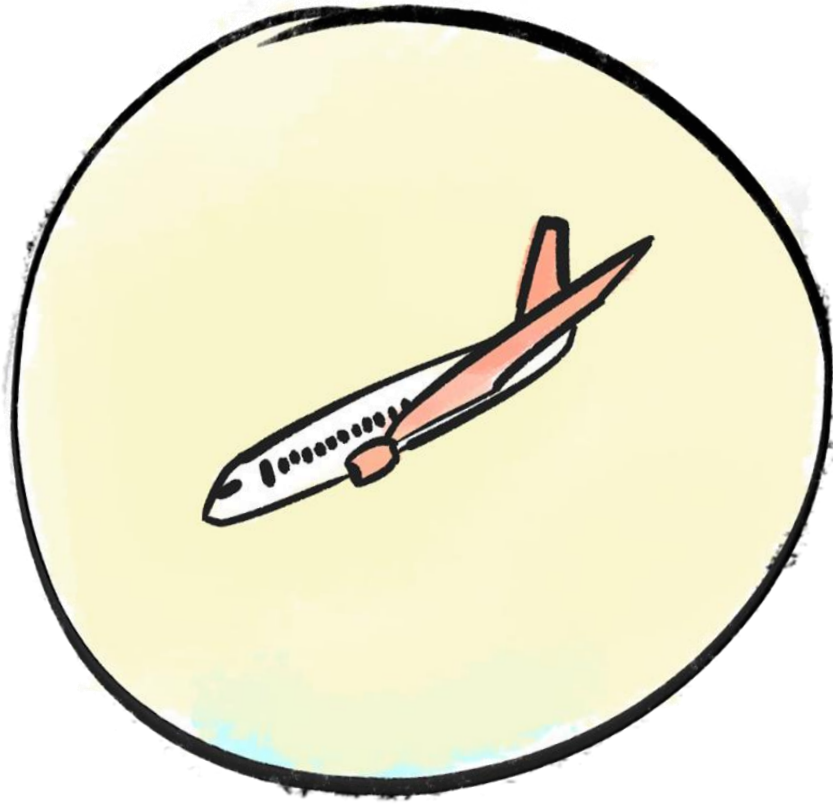
- ◆ cultivate any plant of the genus cannabis or the opium poppy; or
- ◆ supply or procure or offer to supply or procure; or
- ◆ import into or export from Hong Kong.



**A fine of HK\$ 100,000 + 15 years' imprisonment**



# Trafficking drugs includes :



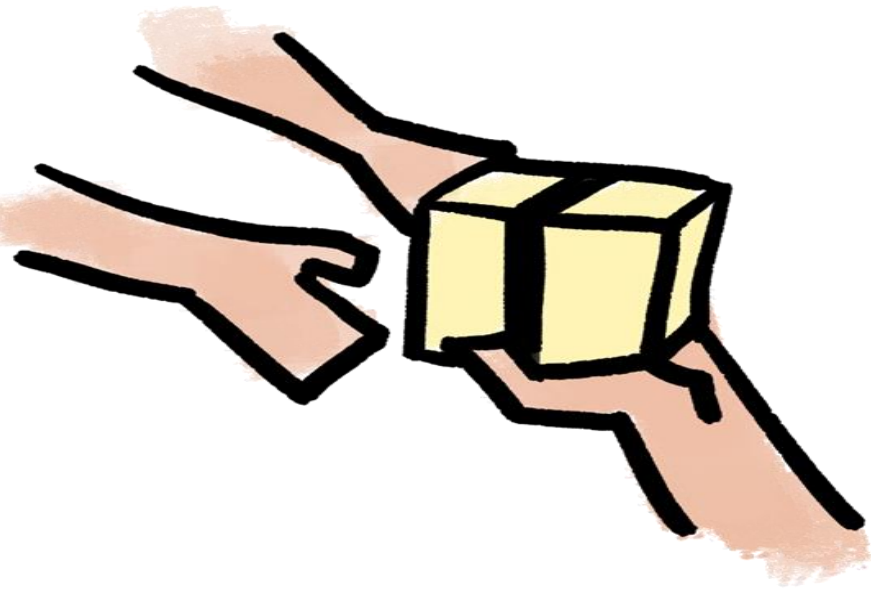
**Importing** drugs  
into Hong Kong



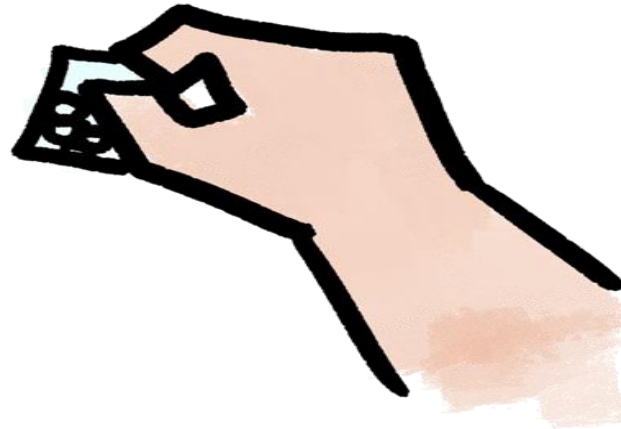
**Exporting** drugs  
from Hong Kong



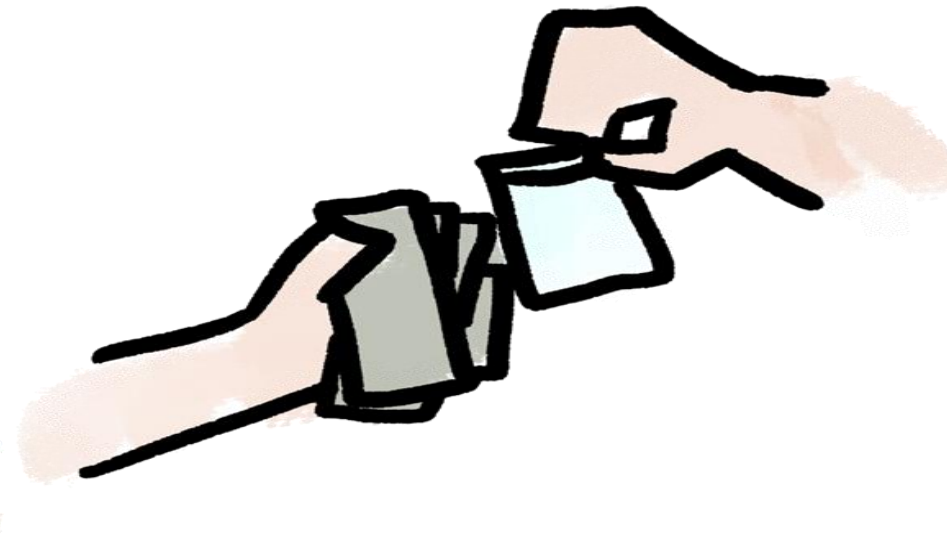
Trafficking drugs includes :



**Procuring**



**Supplying**



**Dealing in or  
with**

# Sentencing Guideline

ICE (weight)	Sentence (year)	Cocaine (weight)	Sentence (year)
1-10 g	3-7 yrs	1-10 g	2-5 yrs
10-70 g	7-11 yrs	10-50 g	5-8 yrs
300-600 g	15-20 yrs	200-400 g	12-15 yrs
600-1200 g	20-23 yrs	600-1200 g	20-23 yrs
4kg -15kg	26-30 yrs	4kg -15kg	26-30 yrs

<b>"Ice"</b> Not more than 10g   Equal in weight to	<b>3-7 years' imprisonment</b>
<b>Heroin</b> Not more than 10g   Equal in weight to	<b>2-5 years' imprisonment</b>
<b>Cocaine</b> Not more than 10g   Equal in weight to	<b>2-5 years' imprisonment</b>
<b>Ketamine</b> 1-10g   Equal in weight to	<b>2-4 years' imprisonment</b>

# Case Sharing (1)

250g =



## 16 years old boy trafficking drugs for HK\$4000

- In Sep 2018 , the boy was intercepted with 257g 'Ice' found in his possession
- He was convicted for drug trafficking and sentenced to 8 years and 7 months' imprisonment despite he held a clear criminal record



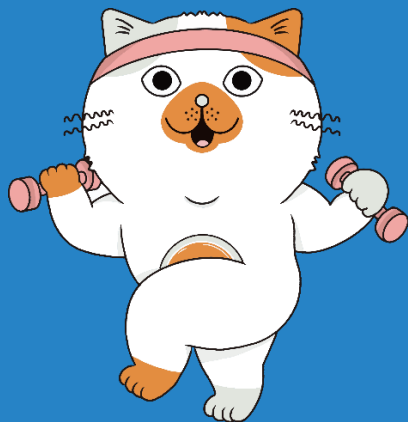
# Case Sharing (2)



## Receiving parcel for money

- A 18 years old male was given **few thousand dollars** reward money to collect a **parcel claiming to be food products** from a courier company
- Arrested by Police after collecting the parcel with **7.6kg Ketamine** found inside
- He was convicted for drug trafficking and sentenced to **15 years and 6 months' imprisonment**

# Useful Contact



**Narcotics Division (ND) Whatsapp /  
Wechat Hotline: 98-186-186**

**ND Telephone Enquiry: 186-186**

**Police Drug Reporting Hotline: 2527-1234**

**Police Website : [www.police.gov.hk](http://www.police.gov.hk)**

**ND Website: [www.nd.gov.hk](http://www.nd.gov.hk)**

**All Information will be kept strictly confidential**

An abstract geometric pattern composed of numerous triangles in various colors including yellow, orange, red, pink, purple, blue, and green, arranged in a complex, overlapping manner.

# Safety Briefing For Activity Organizers

HSEO – Ceci Tsang

# Hazards of Student Orientation Activities

Trip/Slip/Fall  
of person

Traffic

Fire

Electricity

Food  
poisoning

UAV

Criminal  
behavior

# Trip/Slip/Fall of person

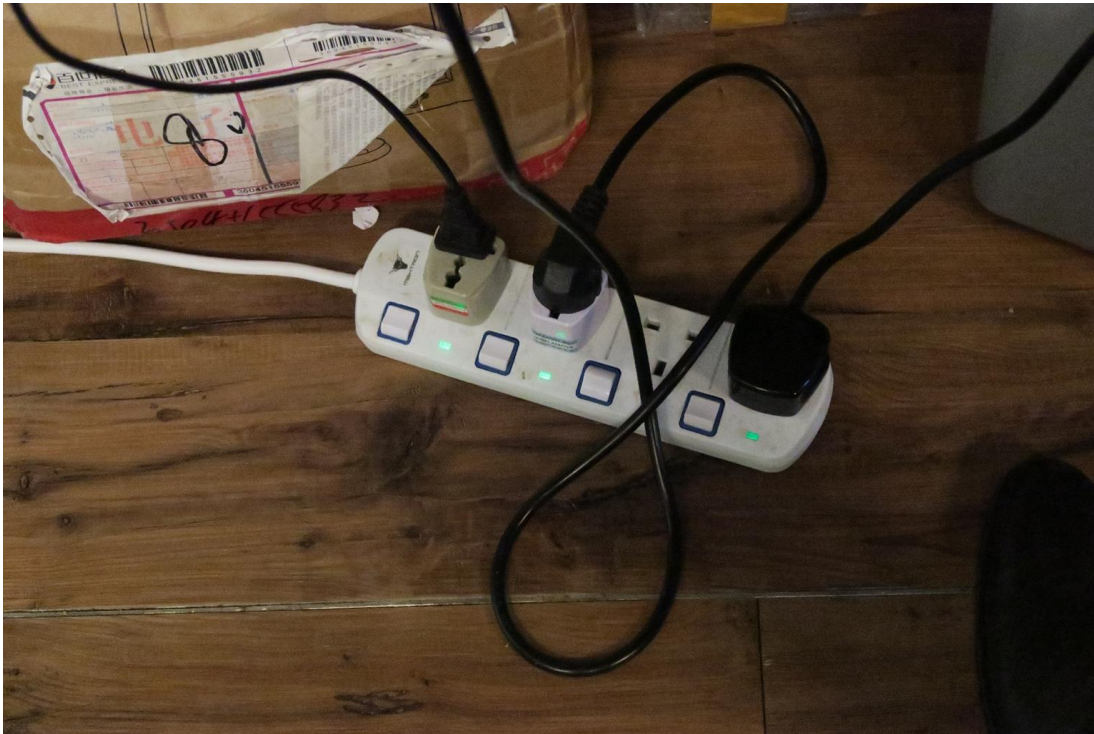




# Traffic



# Electricity







Home

What's New

About Us

Electricity Safety

Railway Safety

Energy Efficiency and  
Conservation

Gas Safety

Lifts and Escalators Safety

Other Regulatory Services

Supporting Government  
Initiatives

## Electricity Safety



MY COLOUR



SHARE

[Home](#) > [Electricity Safety](#) > [Publications](#) > [General](#) > [Household Electrical Safety Handbook](#) > [Part 2 Safety Guidelines for Household Electrical Appliances](#) > [2.3 Additional Safety Tips for Individual Electrical Appliances](#) > [2.3.1 to 2.3.7](#)



## Publications

### General

#### Household Electrical Safety Handbook



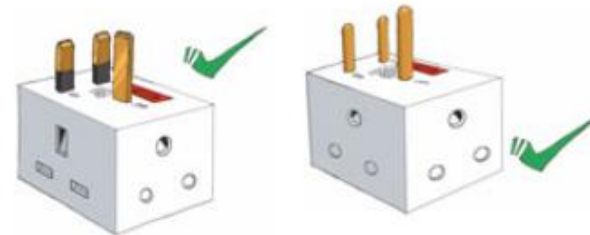
## 2. Adaptors and Extension Units

- ▶ Only buy and use adaptors and extension units which comply with the safety requirements.

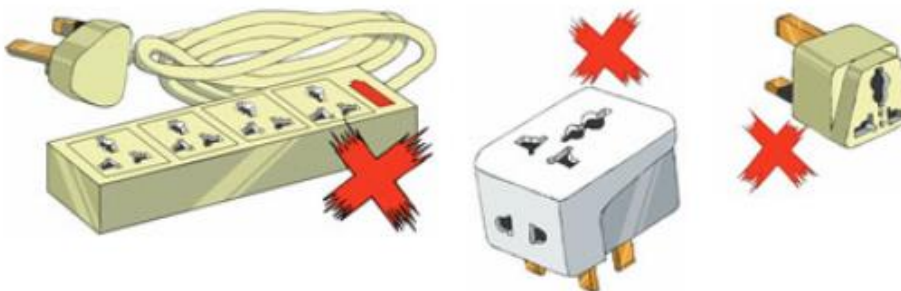


shutters.

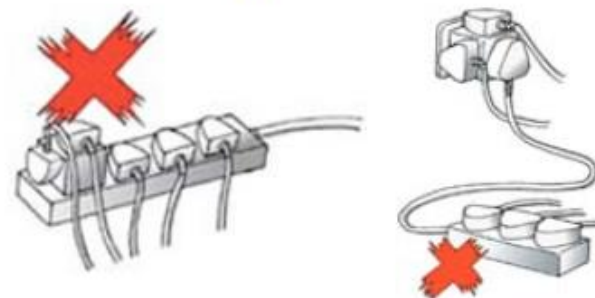
Socket holes must be fitted with safety



- ▶ Do not buy or use any adaptor or extension unit which is fitted with irregular socket holes. Each socket must only allow one type of plug to be inserted.



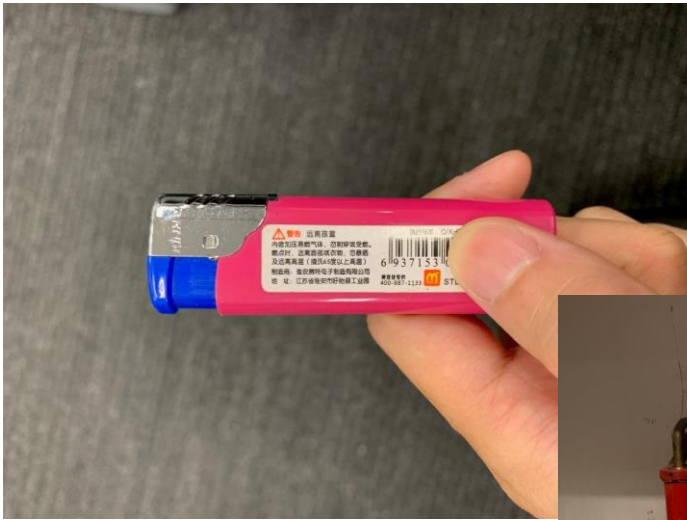
- ▶ To prevent circuit overload and fire, no more than one adaptor or one extension unit should be inserted into a socket outlet. No adaptor should be inserted into any extension unit or vice versa.



- ▶ Do not insert a 2-pin plug into a 3-pin-hole socket outlet, adaptor or extension unit by force.



# Fire





### 二氧化碳氣體式滅火筒

#### 適用於：

電火、燃燒中之任何易燃液體、電子儀器或文件等。

#### 注意：

二氧化碳可以令人窒息，使用滅火筒後，應走往空曠地方。



### Carbon Dioxide Gas Type Extinguisher

#### Use :

On electrical fires, flammable liquids, electronic equipment or documents.

#### Notes :

Vapours will asphyxiate.  
Withdraw to open air after use.

### 水式滅火筒

#### 適用於：

燃燒中之木料、膠料、紡織品或紙張等。

#### 切勿：

用以灌救電火、燃燒中之易燃液體或金屬品。



### Water Type Extinguisher

#### Use :

On fires involving wood, plastic, textiles or paper.

#### Never :

On fires involving electrical or flammable liquids or metals.

### 乾粉式滅火筒

#### 適用於：

大多數火警，包括電火或燃燒中之易燃液體。

#### 注意：

噴出的乾粉會減低能見度，令人難以辨別方向。



### Dry Powder Type Extinguisher

#### Use :

On most fires, including flammable liquids or electrical fires.

#### Notes :

Discharged dry powder may reduce visibility and cause disorientation.

### 淨劑滅火筒

#### 適用於：

電火或燃燒中之易燃液體、電子儀器或文件等。

#### 注意：

使用滅火筒後，應走往空曠地方。



### Clean Agent Fire Extinguisher

#### Use :

On electrical fires, flammable liquids, electronic equipment or documents.

#### Notes :

Withdraw to open air after use.

### 泡沫式滅火筒

#### 適用於：

燃燒中之易燃液體。

#### 切勿：

用以撲滅電火。



### Foam Type Extinguisher

#### Use :

On fires involving flammable liquids.

#### Never :

On electrical fires.

### 滅火氈

#### 適用於：

燃燒中之易燃液體，例如在廚房或實驗室發生之小火。



### Fire Blanket

#### Use :

On fires involving flammable liquids, such as small fires in the kitchen or laboratory.

### 沙桶

#### 適用於：

小火或燃燒中之金屬。

#### 注意：

可用於清理灑落在地面上的易燃液體。



### Sand Bucket

#### Use :

On small fires or fires involving metals.

#### Notes :

It can also be used for cleaning flammable liquids spilt on the ground.

# How to Properly Use a Fire Extinguisher



While the specifics may vary depending on the model you own, most fire extinguishers operate the same basic way. Stand six to eight feet away from the fire and remember to **PASS**:

**P**<sub>ULL</sub>



1. Pull the pin at the top to break the tamper seal.

**A**<sub>IM</sub>



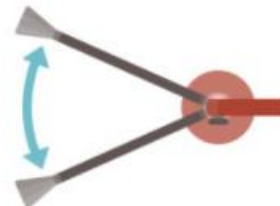
2. Aim the extinguisher low, pointing the nozzle at the base of the fire. Do not aim at the flames themselves.

**S**<sub>QUEEZE</sub>



3. Squeeze the handle to release the extinguishing agent.

**S**<sub>WEEP</sub>



4. Sweep the extinguisher from side to side, continuing to aim at the base of the fire until it appears to be out.



## Map of Main Buildings Evacuation Assembly Points

### LG7 level Lawn

Library Block  
Car Park & Multi-purpose Sports Hall Building  
Semi-circular Building

### Entrance Piazza

Admin/ Academic Building  
Semi-circular Building  
Multi-purpose Sports Hall Building  
Laboratory Block

### CYT Lawn

Admin/ Academic Building  
Laboratory Block  
Annex Building  
Entrepreneurship Centre  
Cheng Yu Tung Building

### Tower A & B Car Park Area

Admin/ Academic Building  
Annex Building  
Entrepreneurship Centre  
Cheng Yu Tung Building  
Lo Ka Chung University Centre

### Shaw Auditorium Area

Cheng Yu Tung Building  
Shaw Auditorium  
Wong Chek She Research Centre and Infrastructure  
LSK Business School Building

### LSK Business School Car Park Area

Conference Lodge  
Institute for Advanced Study  
LSK Business School Building



# Unauthorised entry





# Food Poisoning



# Lesson learnt

港聞 ▶ 科大迎新營47生食物中毒

▲ 上一則 ▼ 下一則

## 科大迎新營47生食物中毒



【本報訊】香港科技大學商學院迎新營爆發集體食物中毒。四十七名學生上周三在科大一個飯堂晚膳後出現食物中毒徵狀，三十三人需要求醫，全部人目前情況穩定。食物環境衛生署已到飯堂調查，發現衛生情況一般，負責人已徹底消毒飯堂。科大學生會形容事件嚴重及不能接受，正與校方及飯堂承辦商跟進，要求承辦商徹查起因，學生會再決定下一步行動。

據了解，涉事的科大商學院迎新營活動為期三日兩夜。衛生防護中心昨公布，活動共有三百五十人參加，其中二十二男二十五女上周三（二十一日）在校園內LG7、Asia Pacific Catering 營辦的飯堂晚膳，約三至三十九小時後陸續出現腹痛、嘔吐、腹瀉及發燒等腸胃炎病徵。他們曾進食食物包括西檸雞、黑椒豬扒、小棠菜及魚香茄子等。年齡介乎十七至二十一歲的受影響人士，其中十一人向校內診所求診，二十一人向私家醫生求醫，一人到急症室，全部毋須入院。食環署已取走食物樣本化驗。

科大學生會會長石毅俊稱正跟進事件，並形容「好大件事」，將要求飯堂承辦商調查事故。他透露學生會早前進行意見調查，同學認為有關飯堂衛生一般。

## 進食中大名物檸檬批後嘔 4人疑食物中毒

2017年08月29日(二) 19:25

f 推介 82

Tweet

G+

分享



4人疑進食中大名物檸檬批(圖)後食物中毒。(中大)

4人疑進食中大名物檸檬批後食物中毒。衛生防護中心表示，首宗個案涉及2名女子，分別23及25歲，她們於本月25日傍晚，進食於當日下午購自中大李卓敏基本醫學大樓小食店的外賣甜品檸檬批，約13至15小時後先後出現腹痛、嘔吐、腹瀉及發燒等病徵。



# Lesson learnt

港大爆食物中毒 170人不適

分享 f t



港大署理行政及財務副校長何立仁

A

【本報訊】香港大學爆出食物中毒疑雲，港大署理行政及財務副校長何立仁向師生發電鄭重，約170名師生於4月26日晚參與藉慶祝體育中心舉行的「體育隊伍勁過晚餐」（HKU Sport Team Superpass Dinner）後，出現嘔吐及胃部不適等，懷疑輕微食物中毒，無人需要留院，港大已即時向提供到會食物的餐飲公司跟進對方同意負擔相關醫療費用。

## 疑冷氣故障令食物變壞

港大發言人回覆指，「勁過晚餐」舉辦多年，是港大體育隊的年晚宴。根據港大學生會校園電視的報道，當晚有餃子、蔬菜、沙律等簡單食物供應，發言人沒有回應食物來自哪間餐廳。

【豬年2019】14人年初一吃盆菜疑食物中毒 涉事屯門尚館已停售



# Food Permit

- Prevent food poisoning in a systematic way
- Want everyone to enjoy the event
- Contact DSTO to get a Food Permit Form



# Food Permit



The Hong Kong University of Science and Technology  
Health, Safety and Environment Office

## TEMPORARY FOOD SERVICES PERMIT

\*\*\*\*\*  
All temporary food outlets on the HKUST campus must be under the sponsorship of an authorized campus entity (e.g. dept., unit or organization). Organizations wishing to undertake to distribute or sell foods to the general public at special events on HKUST campus must obtain approval through the Health, Safety and Environment Office.

### 1. SPONSOR / RESPONSIBLE DEPARTMENT'S INFORMATION

Sponsor: \_\_\_\_\_  
Address: \_\_\_\_\_  
Representative: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Responsible Department: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Representative: \_\_\_\_\_ Signature: \_\_\_\_\_

### 2. EVENT

Name: \_\_\_\_\_  
Location: \_\_\_\_\_  
Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Estimated No. Of People To Be Served: \_\_\_\_\_

### 3. FOOD SUPPLIER / DISTRIBUTOR'S INFORMATION

Campus Facility: \_\_\_\_\_  
Manager: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Off Campus Facility: \_\_\_\_\_  
Manager: \_\_\_\_\_ Tel. No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
Food Business Reg. No. (if any): \_\_\_\_\_  
Food Preparation Location: \_\_\_\_\_  
Previous Distribution Record in HKUST: Yes: ☐ No: ☐ Date: \_\_\_\_\_

### 4. LIST OF FOOD ITEMS TO BE SERVED

Food Items Details	Type*

\* Please enter: '1' for Hot Food '2' for Cold Food '3' for Pre-packed Food '4' Other (Pls. specify)

Provide a brief description of provisions for storage and/or transportation of food items:

### 5. CLEAN-UP INFORMATION

Describe provisions for clean-up and disposal of garbage:

**I have read the HKUST Safe Food Handling Guidelines including the General Health and Safety Guidelines for Holding Public Event/Activity on Campus**

Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This form must be completed and returned to HSEO no later than ten working days prior to the event. This signed form, indicating approval, must be displayed at the food dispensing area throughout the duration of the event.*

### 6. HSEO APPROVAL

Approved: ☐ Denied: ☐ Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ Signature: \_\_\_\_\_  
Remarks: \_\_\_\_\_

Rev.Nov07 This form can be obtained in PDF format at <https://hseo.ust.hk/forms>

# Food Permit - Exemption

Any exemptions?

Foods provided by HKUST catering outlets  
*Hot food which store and deliver under suitable temperature*

Simple re-heated ready-to-eat food  
*Fish-balls, pineapple and sausages*

Ready-to-eat Foods from supermarkets / stores  
*Packed chips, cup noodles, candies*





# Unmanned Aerial Vehicle (無人機)



SCC Use Only	
Permit Badge No.	

## Unmanned Aerial Vehicle (UAV) Operation Permit 無人機操作許可證

### IMPORTANT INSTRUCTIONS

1. Application for this permit shall be made **7 CALENDAR DAYS** prior to the date of UAV operation and submit to Security Control Center (SCC).
2. In general, application shall not be accepted for operation during Saturday, Sunday or Public Holiday.
3. **Applicant** shall complete **Part A** and **Operator(s)** shall complete **Part B**.
4. A "Permit Badge" shall be obtained from SCC upon approval of this permit. Operator shall wear the "Permit Badge" at all times during operation of UAV. "Permit Badge" shall be returned to SCC on daily basis and upon permit expiry.
5. In case of emergency, please contact SCC by dialing **2358 8999** or ext. **8999** immediately.

### 重要指示

1. 本許可證必須於操作無人機當天計7天前向保安部提交申請。
2. 一般情況下大學將不會接受於星期六、日或公眾假期進行操作之申請。
3. 申請人請填妥甲部及操作員請填妥乙部。
4. 完成申請許可證後須向保安部領取“許可証章”，操作員須於操作無人機時配戴該“許可証章”，“許可証章”必須每天及於許可證到期時交回。
5. 如遇緊急事故，立即撥2358 8999或內線8999向保安室聯絡。

### PART A. 甲部: (To be completed by applicant 由申請人填寫)

Department: \_\_\_\_\_ Name of Applicant: \_\_\_\_\_ HKUST Staff / Student ID: \_\_\_\_\_  
所屬部門: \_\_\_\_\_ 申請人姓名: \_\_\_\_\_ 大學職員/學生編號: \_\_\_\_\_

Name of Operator (1): \_\_\_\_\_ Name of Operator (2): \_\_\_\_\_ Name of Operator (3): \_\_\_\_\_  
操作員姓名(1): \_\_\_\_\_ 操作員姓名(2): \_\_\_\_\_ 操作員姓名(3): \_\_\_\_\_

Contact No.: \_\_\_\_\_ Email: \_\_\_\_\_ Model of UAV: : \_\_\_\_\_  
聯絡電話: \_\_\_\_\_ 電郵: \_\_\_\_\_ 無人機型號: \_\_\_\_\_

Purpose of UAV operation: \_\_\_\_\_  
使用無人機目的: \_\_\_\_\_  
☐ Research 研究 ☐ University Function 大學活動 ☐ Others – Please specify: \_\_\_\_\_  
其它 – 請註明

UAV Weight: 無人機重量	<input type="checkbox"/> Less than 少於 7KG	<input type="checkbox"/> *More than *多於 7KG	*Permit shall be first granted from CAD if UAV is more than 7KG in weight and copy of the permit shall be attached for this application. 如操作重量多於 7KG 之無人機，許可證須先由 CAD 發出，且須將許可證副本附於此申請。
----------------------	--	--	--



# Criminal Behaviour



# Campus Security Hotline

2358 8999



END



# Green O Camp

Green Actions and Souvenirs collection





# Level 1

## Sustainable Marketing Actions

1. All ExcOs **Follow** HKUST SUST IG
2. **Post** our Green O Camp poster and tag 10 freshmen in story
3. **Post** a photo story of students using green facilities and specify the location on campus





# Rewards

**Tot bags x 20**





# Level 2

A hand is holding a small, light brown woven basket. A small green plant with heart-shaped leaves is growing out of the basket. To the right, a larger potted succulent with thick, rounded leaves is visible. The background is a bright, slightly out-of-focus indoor setting with a window.

1. Use 2nd hand game props and recycle or reuse them afterwards
2. Ask freshmen to bring their own water bottles



# Rewards

**Water bottles x20**





# Level 3

Use reusable mealboxes and cutlery sets for takeaway (or dine in for every meal)





# Rewards

**Coffee mugs x 20**



**Cutlery sets x 20**

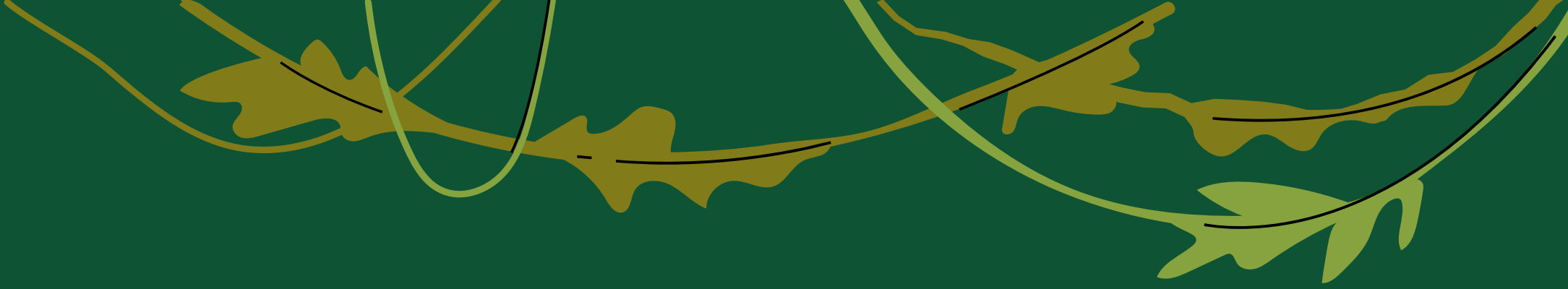






Sign up by  
12/8



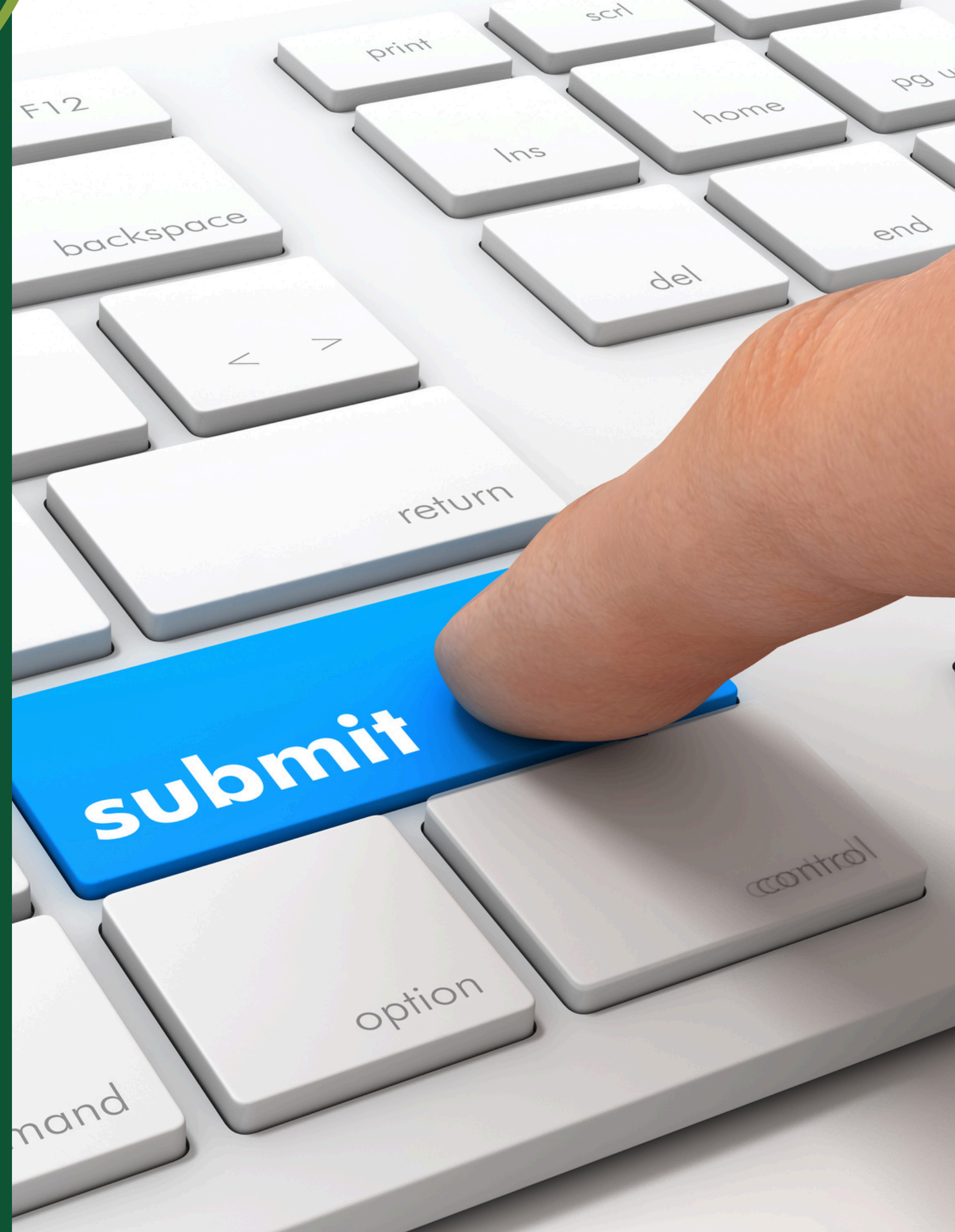


# How to submit proof ?

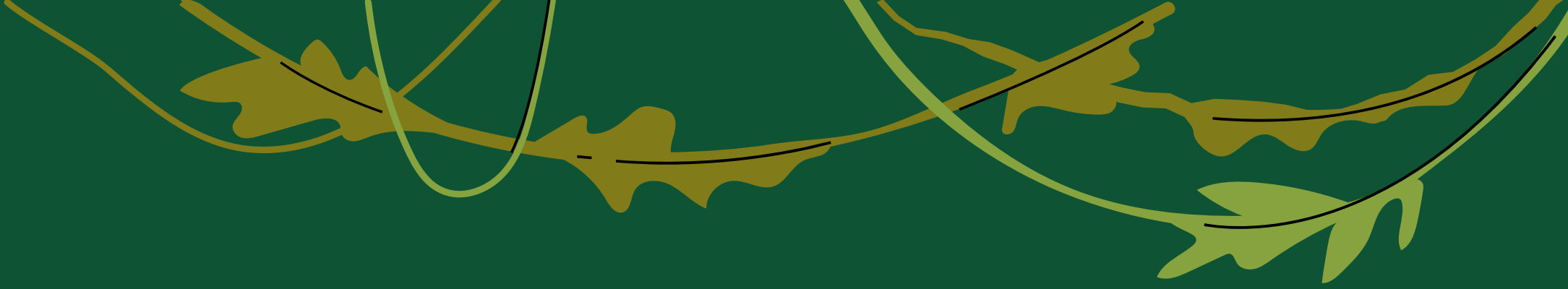
Email : [green@ust.hk](mailto:green@ust.hk)

(With the heading “[Green Ocamp 2024](#)  
[\[name of society\]](#) )

Submit society’s completed green action  
details with taken photos by 23/8







# How to get the gifts ?

Gift Reward Collection in **September** (separate notification)

Sustainability Office :(Rm 5613, lift 31/32 ,5/F)

Contact :

Email : [green@ust.hk](mailto:green@ust.hk)

Instagram : [hkust\\_sustainability](https://www.instagram.com/hkust_sustainability)





# Excessive Souvenir Collection for Donation

**LG1**

**Atrium**

**Near escalator to atrium**

**Outside library**

**Outside Seafront  
Canteen**

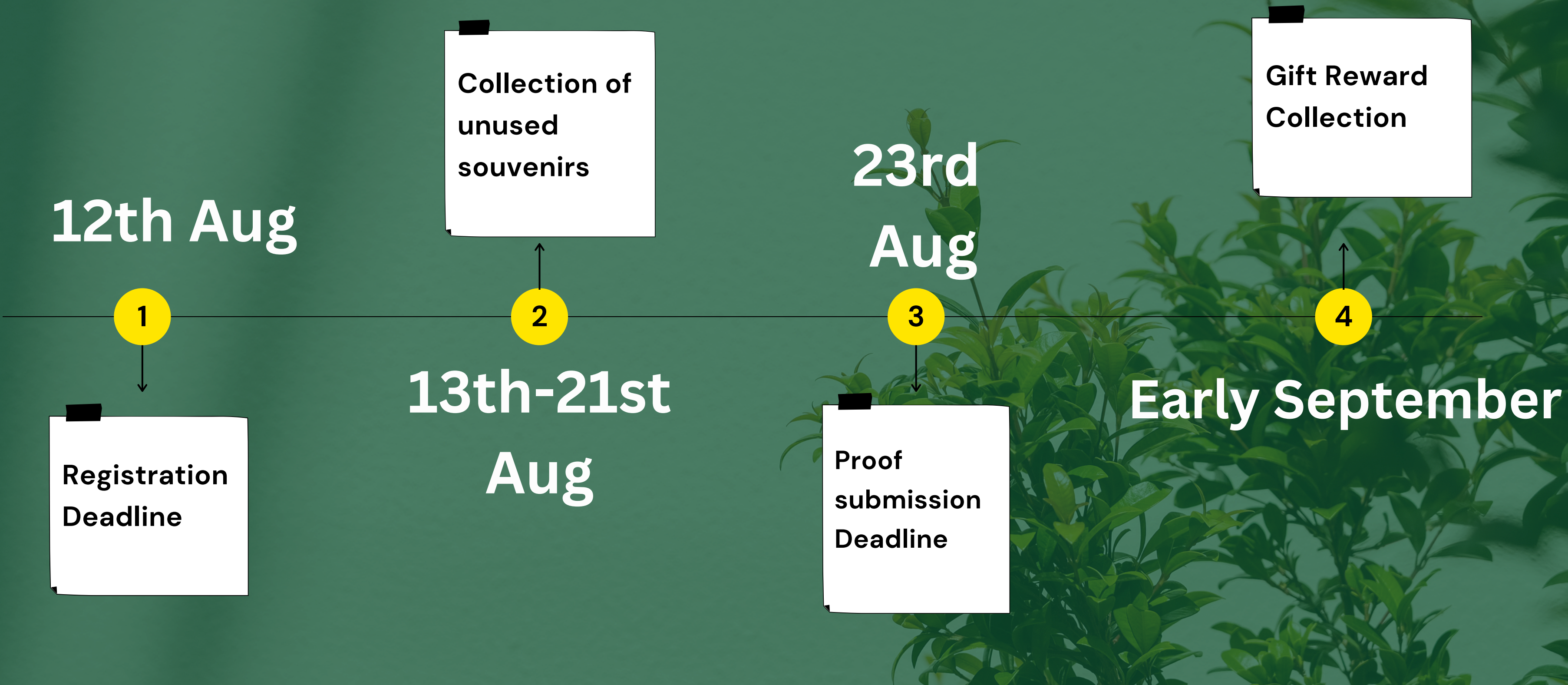
**LG5**

**Outside McDonald's  
Outside 7-11**





# Timeline





# Competition

We will repost all the video received on our IG.  
Students organizer with the highest vote will  
receive **\$200 Starbucks Coupon** as a reward

Voting Period: 1 Sept - 10 Sept

Announcement of result : 14 Sept







Q&A



# **HALL ARRANGEMENT FOR SUMMER 2024 (OCAMP PERIOD)**

SHRLO

# AGENDA

1. Coordination
2. Room Rates
3. Confirmation
4. Room Allocation/ Residential Coordinator
5. Check in/out arrangement & Hall Rules
6. Payment
7. Timeline



# COORDINATION

- SSA will co-ordinate with all student societies about O'Camp hall bookings in Summer and endorse the O'Camp applications from student societies.
- Only applications verified by SSA and provided all essential information, such as society name, allocated period, number of bed spaces, and PICs (Person in Charge), will be accepted and processed by SHRLO.

# ROOM RATES

Hall		For Non-HKUST Students	For HKUST Students
Type of Room	Available In (UG Hall(s))	Rate/night (HK\$)	Rate/night (HK\$)
Twin	I, II, III, IV, VI	\$480	\$202
Triple	II, III, IV, VI	\$430	\$223
Bunk-bed	V	\$400	\$176



# CONFIRMATION OF ROOMS REQUIRED

- Student societies are required to confirm with SHRLO the exact number of hall needed IN PERSON.
- Follow exact date & time assigned to your society (refer to the confirmation email from SHRLO on 31 July 2024).
- Final Hall Charges will be calculated based on this number.

**Period 1 (Aug 14 – 16): at 10am, Aug 12 (Mon)**

**Period 2 (Aug 16 – 18): at 10am/11am, Aug 13 (Tue)**

**Period 3 (Aug 18 – 20): at 10am, Aug 14 (Wed)**

**Period 4 (Aug 20 – 22): at 10am, Aug 15 (Thu)**

# CONFIRMATION PROCEDURES OF BED SPACES

Representatives of society MUST come to SHRLO (G/F, UG Hall II) ON THE EXACT DATE & TIME assigned in the confirmation email with their society chop.

Request for changes

\*\*Requests for extra bed spaces will subject to availability.

OR

Confirms the number of rooms requested in their application is FINAL.

NO CHANGES will be allowed after confirmation.

Any request for changes, original forms will be returned for amendment.

Accommodation Offer letters (for check-in purposes), pay-in slips & room allocation lists will be ready to pick up at SHRLO on the NEXT Working day during office hour.



# ROOM ALLOCATION

## Room allocation

Subject to availability of rooms in respective student halls. Rooms allocated will be in the same hall or on the same floor ONLY WHEN situation permits.

## Basic Provision

All bedrooms are air-conditioned and fully furnished (a chair, a desk, a wardrobe and a bed with a mattress).

## Linen

Student organizers need to collect beddings by their owns at hall office if needed. Residents are recommended to bring jackets or extra clothes in case it is too cold in the room.

## Personal Accessories

Bring your own personal accessories such as towel, suit, toothpaste, toothbrush, slippers, shower gel and cups.

*Please refer to Notes to Organizers for more information.*

# RESIDENTIAL COORDINATORS (RC)

Each society must arrange a Residential Coordinator (RC) that will reside in hall during ocamp

## Key Responsibilities of the RC

- **Single Contact Point with Hall Office**
- Handling check-in and check-out procedures for participants;
- Dealing with participants' enquiries, and request for door opening / key replacement;
- Interpreting hall rules to the participants; and
- Reminding participants of any other important information.

*NO services provided for individual participants. All requests from participants to be addressed through the RC to the hall office.*



# CHECK IN/OUT ARRANGEMENT

- **Check in/out Procedures**

All participants check-in to and check-out from the student hall **as a group** which all check-in and check-out matters are to be handled by the RC. RC must present the **Accommodation Offer Letter** and **Society stamp** at the Hall Office.

Check-in: after 2pm

Check-out: before 11am

- **Keys**

Only ONE set of keys (room door) will be supplied for EACH room. During the camp period, door opening or replacement of keys could be entertained and such **requests must be made by the respective RC only**.

Door opening : HK\$10 each time

Key loss / damage : HK\$100 each

Key holder loss / damage : HK\$10 each

# HALL SECURITY

- Temporary Resident Cards & passcode of main entrance of the Hall will be given to the RC upon check-in
- Proof of identity may be requested for checking by hall staff
- Door opening / key replacement :
  - Only RC can request for such services for safety and identity concerns
  - Only camp organizer can verify the status of a participant & room assignment



# GENERAL HALL RULES

- No alcohol
- No smoking
- No gambling
- No interference / relocation of fixtures and fittings in Hall / rooms
- Keep quiet during nighttime

# PAYMENT ARRANGEMENT

Payment Due Date	
Period 1:	30 August 2024
Period 2:	2 September 2024
Period 3:	3 September 2024
Period 4:	5 September 2024

- Arrange payment at Hang Sang Bank counter, no alternative payment method.
- **10% PENALTY** will be levied on top of the amount of hall charges if you fail to RETURN the validated pay-in slip receipt to SHRLO by the stipulated deadline.
- Amount to be paid is based on the number of rooms CONFIRMED in the hall offer letter, NOT the number of rooms actually USED.



# TIMELINE

**31 JULY**

SHRLO sent Confirmation emails to societies

**12-15 AUG**

Confirm with SHRLO the exact number of hall places required. Refer Confirmation email for details

**14-22 AUG**

O'Camp period  
Check-in after 2pm ;  
Check-out before 11am

**30 AUG – 5 SEP**

Settle hall charges and return the original pay-in slip receipt to SHRLO on or before the payment due date

**THANK YOU**





# SPORTS FACILITIES

Justin Li

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# SPORTS FACILITIES

## Sports venues

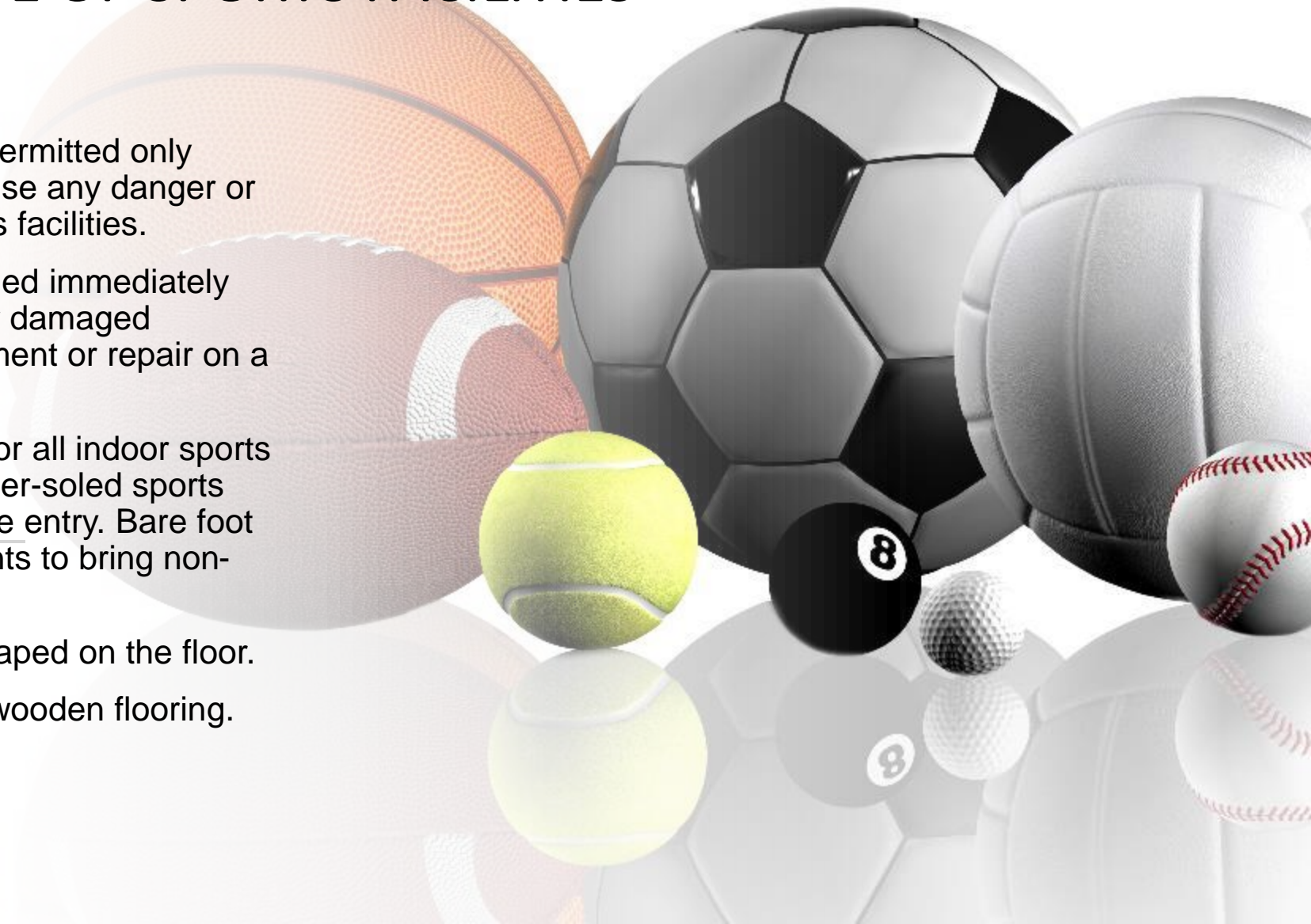
- Multi-purpose Rooms (LG1031 & LG4204)
  - Sports Hall
  - Mini Soccer Pitch
  - Outdoor Basketball Court
  - Lawn Area
  - Artificial – Turf Soccer Pitch
- 
- Inquiry: SH HO Sports Hall: 2358 8582 or FYTSC: 2358 8688
  - Cancellation: Email: [safbs@ust.hk](mailto:safbs@ust.hk)





# REMINDERS ON THE USE OF SPORTS FACILITIES

- x Don't eat or drink. Water only.
- x The use of audio-visual equipment is permitted only under circumstances that it will not cause any danger or disturbance to other users of the sports facilities.
- x Equipment checked out must be returned immediately after use of the sports facilities. Lost or damaged equipment will be charged for replacement or repair on a cost basis.
- x NO flooring protective mat. Footwear for all indoor sports facilities must be NON-MARKING rubber-soled sports shoes. Footwear will be checked before entry. Bare foot is not allowed. \*Remind your participants to bring non-marking shoes\*
- x No stomping. No label and sign to be taped on the floor.
- x Do not drag any equipment along the wooden flooring.



# SPECIAL ARRANGEMENT FOR SPORTS FACILITIES

Water games Lawn Area & Artificial –Turf Soccer Pitch only

- x For safety reason, dragging or sliding games are not allowed
- x No dragging equipment on the Lawn Area/ Running Track/ Artificial – Turf Soccer Pitch
- x Only buckets borrowed from DSTO can be used
- x Submit the application to Sports Development Office by **8 Aug 2024**
- x Water point and water hose available



## A 表格

香港科技大學  
學務長辦公室

學會信箱號碼

迎新活動**預借**水桶申請表

申請學會名稱：	職位：	學會印章
負責人姓名：	聯絡電郵：	
聯絡電話：	舉行地點：*人造草足球場/草地	
水戰舉行日期及時間：	借用水桶數量：90 升 ____ 個，15 升 ____ 個 (最多可借各 4 個)	
負責人簽署：	交表日期：	

\* 劃去不適用場地

本表格最遲於 2023 年 8 月 4 日下午 5 時正前交到學務長辦公室 LG3002 室櫃檯，逾時申請作放棄論。而副本將交回申請學會的信箱。

批准人簽署：\_\_\_\_\_ 日期：\_\_\_\_\_

註：必須帶同此副本交當值場務員，以便借出水桶。場務員將收取此副本作記錄之用。

迎新活動**預借**水桶 的 借還程序及守則：

- 請於水戰舉行日期前一日 及 2pm ~ 5pm 期間，帶同已批核之本表格副本，到場領取水桶。  
如在草地舉行：請先致電 23588582 預約體育館場務員到草地交收水桶。  
如在人造草足球場：找當值場務員點收水桶。  
(借水桶時，必須由值場務員及負責學生簽署作記錄)
- 最多可借出 90 升及 15 升兩款水桶各 4 個。借出的水桶不可隨意擺放。
- 所有借出之水桶皆處於良好狀態，借出時如發現任何損壞，必須立即通知場務員，否則一概由申請人/學生團體或其授權人士負責。
- 水桶如有任何不當使用、遺失或損壞，使用者/學生團體或其授權人士必須負責有關賠償費用。  
90 升水桶每個港幣 500 元，15 升水桶每個港幣 200 元。
- 所有借出之水桶不得帶離校外及轉交他人使用。
- 必須確保取水處之場地 (如洗手間、駁水膠喉所經地方) 整潔及安全。
- 活動只准使用清水，絕對禁止使用清潔劑或其他液體/粉末。
- 所有物品須於水戰活動後即時歸還 (包括預借及當天借用的水桶)。(必須有當值場務員點收作實，並由負責學生簽署作記錄，否則將會記錄在案)
- 如活動提早完成，必須與告知場務員，並待場務員前來點收水桶。(草地：請致電 2358 8582 與場務員聯絡；人造草足球場：請直接與當值場務員聯絡)

~ 物品必須於水戰活動後即時歸還 ~

註：草地 (位置近南園，鄭裕彤大樓旁) ； 人造草足球場 (位置近海邊，田徑場內)



# NO SHOW PENALTY

- x Cancel the venues before **3 working days**
- x If you do not show up and carry out the activity after first **10 minutes** at the hour, the venue will be open to general users.
- x All your subsequent bookings during the Orientation Activities Period will be **CANCELLED.**





Thank You!



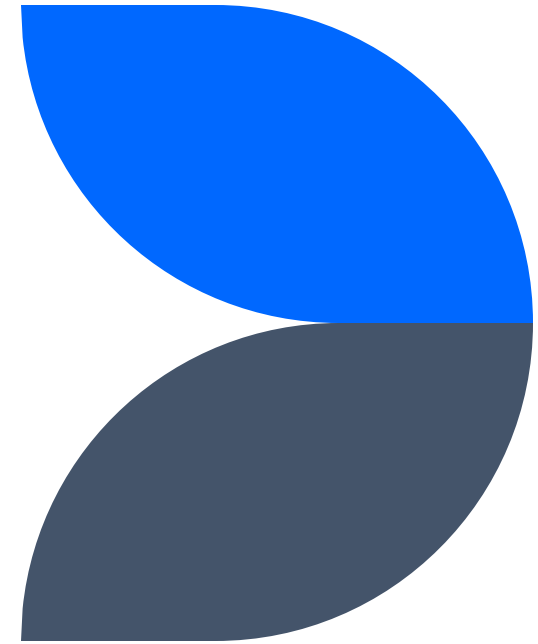


# Orientation Activities Briefing 2024

Rita Yau

Student Support & Activities

Dean of Students' Office



# Use of Facilities & Equipment

1. Service provided by SSA
  - a) Amenities venues
  - b) Equipment loan
2. Reminder



# Booking of Venues

- Suitability
- Safety
  - Observe venue regulations
  - Correct use of the facilities and equipment
- Timing
  - Reserve time for setup, re-instate and tidy up

## Pay attention to the closing time

Lawn Area: **6pm**

Classroom & LT: **11pm**

Common Room 4, 5+6,  
UGH7 MPH:  
Activity ends at **10pm**,  
tidy up and leave by **11pm**

Other venues: **10pm**

# Use of Venues

- Activities/ group games consistent with the proposal
- Observe user guidelines and regulations on [booking forms](#)
- Check-in, Check-out on time
- Reinstate the venue
- **Keep clean**
- Do not leave personal belonging unattended
- No change, no swap
- Inform venue owner in advance if you no longer needs the venue



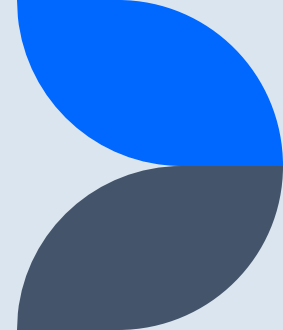


# TIPS: COMMON ROOM 5+6

- Using the entrance **via the lift lobby** for moving **heavy items**
- **Pre-event set-up**
  - the entrance will be opened for **1 hr** upon your request to the Hall VI Office
- **Removal after event**
  - the entrance will be opened for **30 min** upon your request made



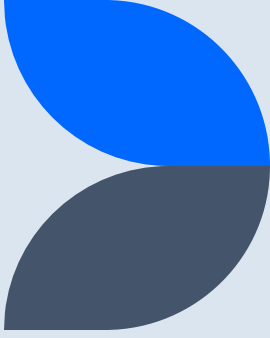
# Equipment - AV



Venues	Built-in PA	Mic	Projector	Projection Screen
LG1027, LG1031	Play music: <b>Borrow</b> H3 portable speaker (1 wired & 1 wireless mic) from LG3 SSA Counter	Make announcement: 1 wired from <b>Sports Hall Counter</b> when check-in	<b>Borrow</b> from LG3 SSA Counter (projector, stand and portable screen)	
LG4204	Temporary equipped with H3 portable speaker (1 wired & 1 wireless mic) * <b>Collect mics from LG3 SSA Counter</b> *		<b>Borrow</b> from LG3 SSA Counter (projector and stand)	✓
Sports Hall (Half court)	<b>Borrow</b> from LG3 SSA Counter			
TST Arena	✓	2 wired from <b>Arena Counter</b> when check-in	<b>Borrow</b> from LG3 SSA Counter (projector, stand and portable screen)	



# Equipment - AV



Venues	Built-in PA	Mic	Projector	Projection Screen
Tsang Shiu Tim Art Hall, LG5 Conference Room	✓	2 wireless from LG3 SSA Counter when check-in	✓	✓
LG5 Common Room	<b>Borrow</b> H3 portable speaker (1 wired & 1 wireless mic) from LG3 SSA Counter		✓	✓
LG5 Multi-function Room	✓	1 wireless from LG3 SSA Counter when check-in	✓	✓
Common Room 4, Common Room 5+6, UGH 7 Multi-Purpose Hall	✓	2 wireless from respective Hall Offices when check-in	✓	✓

# New Portable Projection Screen

- Easy roll-up type
- 80" x 3 units
- 60" x 1 units
- Watch the [video](#) for setup (0:13) & dismantle (1:44)





## Tips: Use of PA

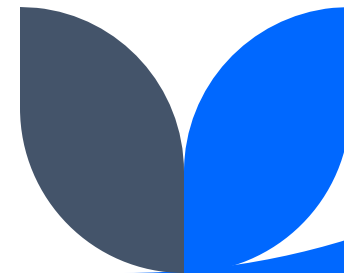
- **Laptop & HDMI cable**
- **3.5mm to 2 RCA cable**  
*(for audio input)*



Equipment	2A Battery
<b>Each Mic</b> LG4204, LG5 Multi-function Rm, Common Rm 4, Comomo Rm 5+6, H3 Portable Speaker	<b>2 units</b>
<b>C2</b> Portable Mega Phone	<b>8 units</b>

# Equipment Loan

- **NO CHANGE after submission**
- Band equipment (endorsed by Band Society or proof to have knowledge on setup and use of the equipment)
- Trolleys & nestable roll pallets (手推車、籠車)  
(Max. 4 hrs)
  - first-come first-served at LG3 with Society Chop & SID
- **Check-out heavy equipment:**
  - No sandals/ slippers, wear shoes
  - With 3 persons or more





# Use of Equipment

- Observe the instruction and/ or operation procedure given by staff
- Check-in and check-out on time
- Used in Campus for the activity as stated in the activity proposal
- **Mobile Stage \*present the mobile stage user card for check-out**
- **No transfer**

**No alcoholic  
drinks in  
Orientation  
Activities on  
or off  
campus**

# Alcohol Free

- Ensure the activities are suitable for everyone including **age under 18**
- **Violation:**
  - Required to remove the alcoholic drinks and/or leave the facility immediately
  - Written warning and 1-3 months of suspension of booking right of university facilities



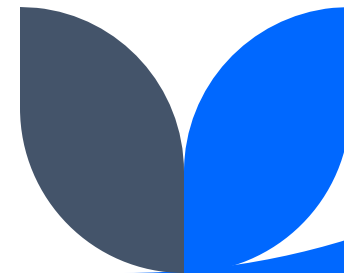


# No Show Penalty

- If you **do not setup or start** the activity within the first 10 minutes of your booking, the venue will be open to general users.
- All your subsequent bookings during the Orientation Activities Period will be CANCELLED.

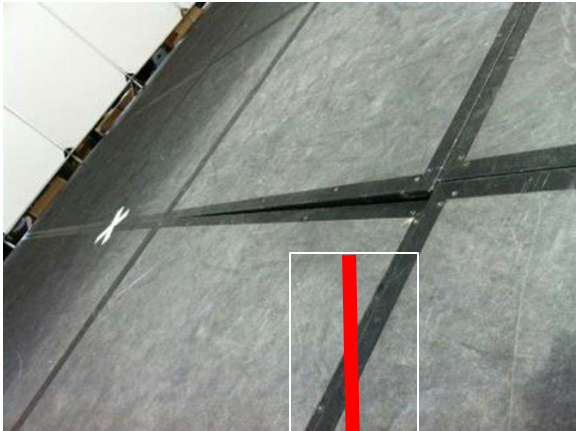
# Orientation Activities Preparation

- Accept booking for preparation  
e.g. game demonstration,  
leader briefing, packing gift bags
- **NOT Pre-camp**
- **LG5 Temporary Storage for 7-14 days,  
contact LG5 Amenities Counter**

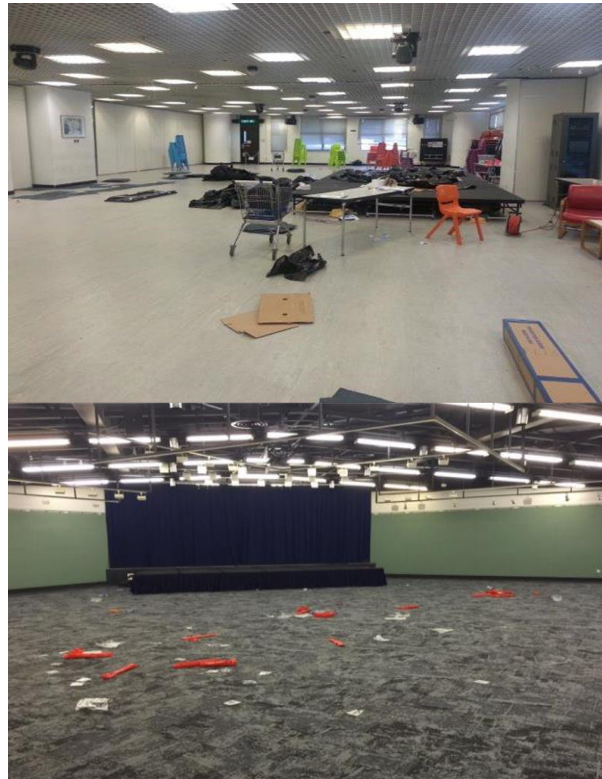




# Reminder



Install the  
mobile stage properly



Tidy up and re-instate the  
venue before you leave



Do not leave markings  
or dirt on wall/ floor



# Inquiry

- **Student Amenities**

[ssa@ust.hk](mailto:ssa@ust.hk), 2358 5819

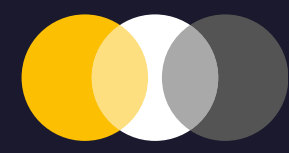
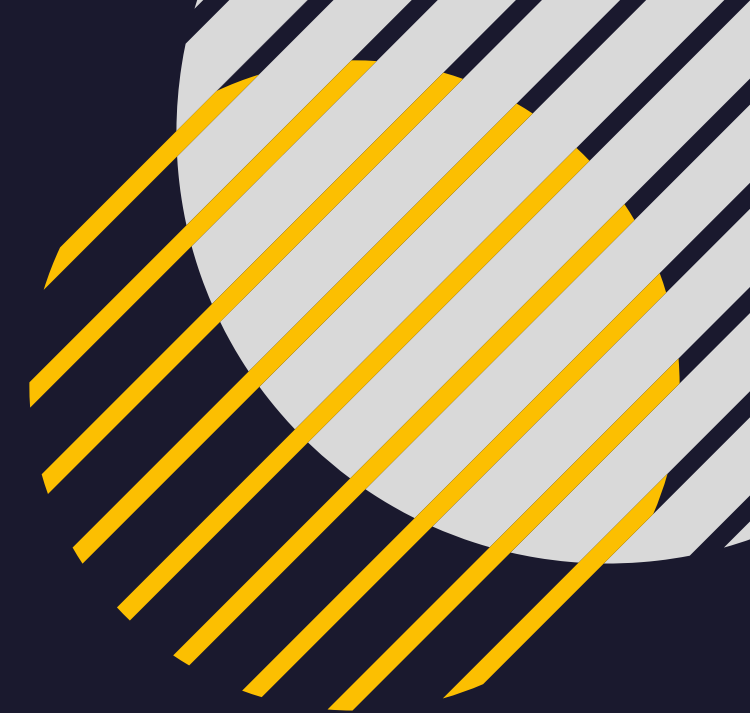
LG3 Student Support & Activities Counter (lift 3)

- **Sports Facilities**

[sports@ust.hk](mailto:sports@ust.hk), 2358 8586

Room LG3002 (lift 3)





STUDENT-LED ORIENTATION

# BRIEFING SESSION



—● Student Support & Activities, DSTO ●—



# Today's agenda

## 1. Opening Remarks

By Professor Ben CHAN, Associate Dean of Students

## 2. Anti-drug campaign

By Narcotics Bureau, Hong Kong Police Force

## 3. Health and Safty Tips

By Ms Ceci TSANG, HSEO

## 4. Green O'Camp

By Ms Loretta LUK, SUST

## 5. Hall logistics

By Miss Ally CHAN, SHRLO

## 6. Sports Facilites

By Mr. Justin LI, Sports Development, DSTO

## 7. Venue and Equipment

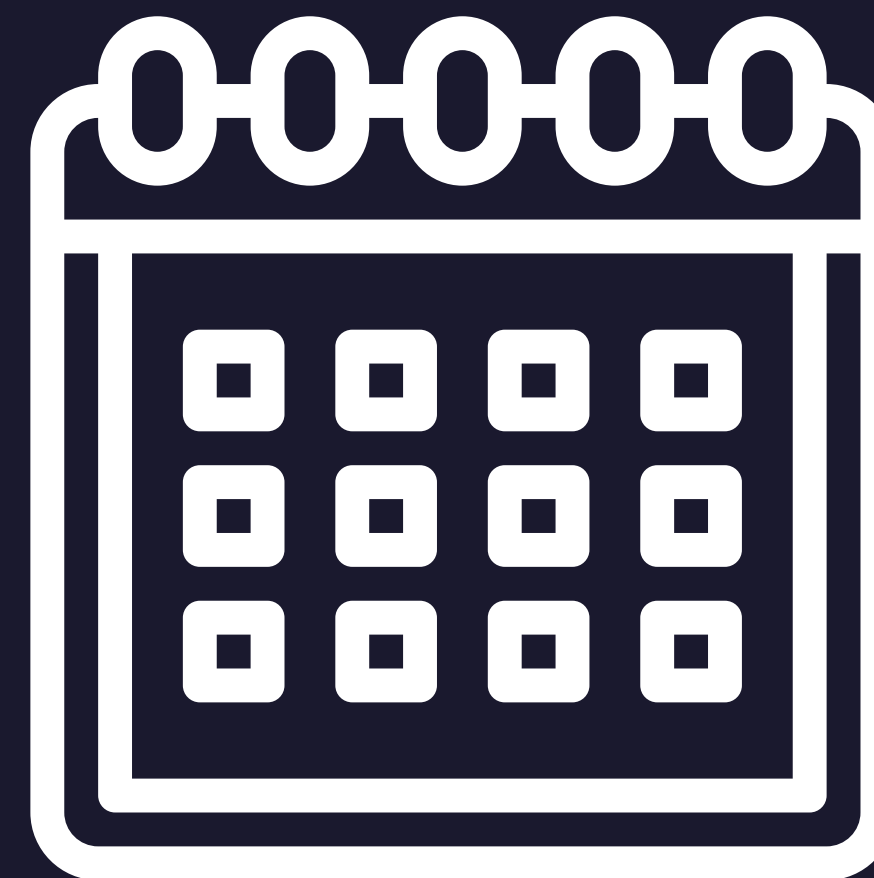
By Ms. Rita YAU, Student Support and Activities, DSTO

## 8. Reminders

By Mr. Apollo LAM, Student Support and Activities, DSTO

## 9. Welcome Fair arrangement and counter allocation

By DSTO-SSA and HKUSTSU





# GOLDEN RULES

These are the 4 golden rules you should always bear in mind

[READ MORE](#)



## Safety First 安全第一

Safety is our utmost concern and you should always make sure of safety of your participants.

## Be Diverse and Inclusive 多元共融

All HKUST members should embrace and value differences, respect people around.

## Prevent Sexual Harrasment 防止性騷擾事件

Any form of sexual harrasement should not be tolerated in any circumstance.

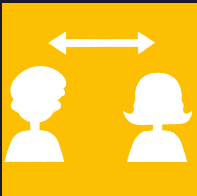
## No alcohol 無酒精活動

No alchoholic drinks in all student programs.

# Safety First



- Pay higher attention to all safety hazards during event



- Take good care of safety of all participants, including yourselves



- Orientation Camp should be happy memories, DO NOT make it lifelong regrets







# DIVERSITY AND INCLUSIVENESS

HKUST is a home to people from a variety of backgrounds and we emphasise diversity and inclusiveness. You should be thoughtful in your planning of activities, designing promotion material, carrying out the activities, etc. You must allow participants not to join some of your activities if they feel uncomfortable. Embracing and valuing differences are crucial. We should learn from each other, and to foster a mindset of diversity and respect.

[READ MORE](#)



# Avoid Sexual Harassment



"2.2.1 In the context of the University, any unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- any aspect of an individual's employment or educational experience is made conditional on submission to such conduct, either explicitly or implicitly; or
- employment or educational decisions affecting an individual are based on rejection of such conduct; or
- such conduct has the purpose or effect of
  1. unreasonably interfering with an individual's work performance or educational experience; or
  2. creating an intimidating, hostile, or offensive working or learning environment."

The Gender Discrimination Committee

[READ MORE](#)

18 August at 21:44 · 🌐

[希望Admin貼出，事態嚴重]

話說我係今年科大新生，咁就玩左科大Science學會搞既Ocamp，有一個環節就係送禮物，點知送畀男嘅禮物，就係避孕套，送畀女嘅禮物，就係衛生巾！我唔理搞Ocamp班友點諗，呢個對男女都係極大嘅侮辱！有乜可能好送唔送送咁嘅野？！

我響度呼籲所有未上大學嘅人，第時你哋入到科大，無論揀Ocamp定乜，記住要小心同唔對路要識拒絕，有啲人玩得高興就真係冇品德可言！

See tr

香港01  
<https://www.hk01.com> · 社會新聞 · 教大ocamp兩女生...

**教大Ocamp兩女生稱被強姦及性騷擾皆涉同一名28歲男組員**

2023年9月4日 — 據了解，18歲教育大學一年級女學生「組媽」，在23日凌晨5時，她與姓嚴男組員及另一男宿友在宿舍房間的床上喝酒，約一小時後男宿友離開，姓嚴男組員突然對 ...

香港01  
<https://www.hk01.com> · 專上教育 · ocamp風波-新生...

**Ocamp風波 | 新生接吻舔手指嶺大擬強制設反性騷擾大使 ...**

2023年10月4日 — 嶺南大學9月初流出迎新營有同性或異性接吻和舌吻，亦有男學生「舔」女學生手指，校方表示考慮在每個迎新活動委員會中強制設立「反欺凌與性騷擾大使」， ...



# Avoid Sexual Harassment



**“IT’S JUST  
A JOKE.”**

**SEXUAL HARASSMENT**



# No Alcohol



- Support the Department of Health's anti-alcohol campaign.
- Protect the people and premises from the risk of behavioral problems resulting from drinking on and off-campus.
- Ensure the activities are suitable for everyone, including those who are under 18 years old.





# You should also note

They are important too



## 01

### Participants under 18

Laws of Hong Kong related to participants under the age of 18:

- Films or multimedia classified as Category III
- Articles or materials restricted by the Control of Obscene and Indecent Articles Ordinance
- Parent consent form to be filled
  - SU Affiliated Societies
  - DAGs

## 02

### No Commercial Promotion

- Commercial corporate or product name should not be associated with or form part of the society/team name, or the activity name.
- Activity organizers should be cautious about sponsorships or arrangements that involve any commercial or promotional activities for or by outside organizations.

## 03

### Personal Data Privacy

- Collect only necessary data, no excessive information
- Protect the data and restricted access
- Avoid exposing personal data, including the participants' image, name in publicity materials, unless with their consent in advance

## 04

### Accident Insurance

- Group Personal Accident Insurance for Non-HKUST persons joining approved orientation activities.  
(<https://sfao.hkust.edu.hk/individual.php?l=62>)
- Society organizing **off-campus** activities should consider arranging extra insurance yourselves.

# To-do-list

Please be reminded to complete the following:



## Remind helpers and participants about rules

Make sure your helpers, jobamas, participants are familiar and will comply with university rules and regulations during O'Camp/O'Day.



## Submit full participant list to SSA

Submit full participant list via Qualtrics according to timeline assigned for organizers in different period:

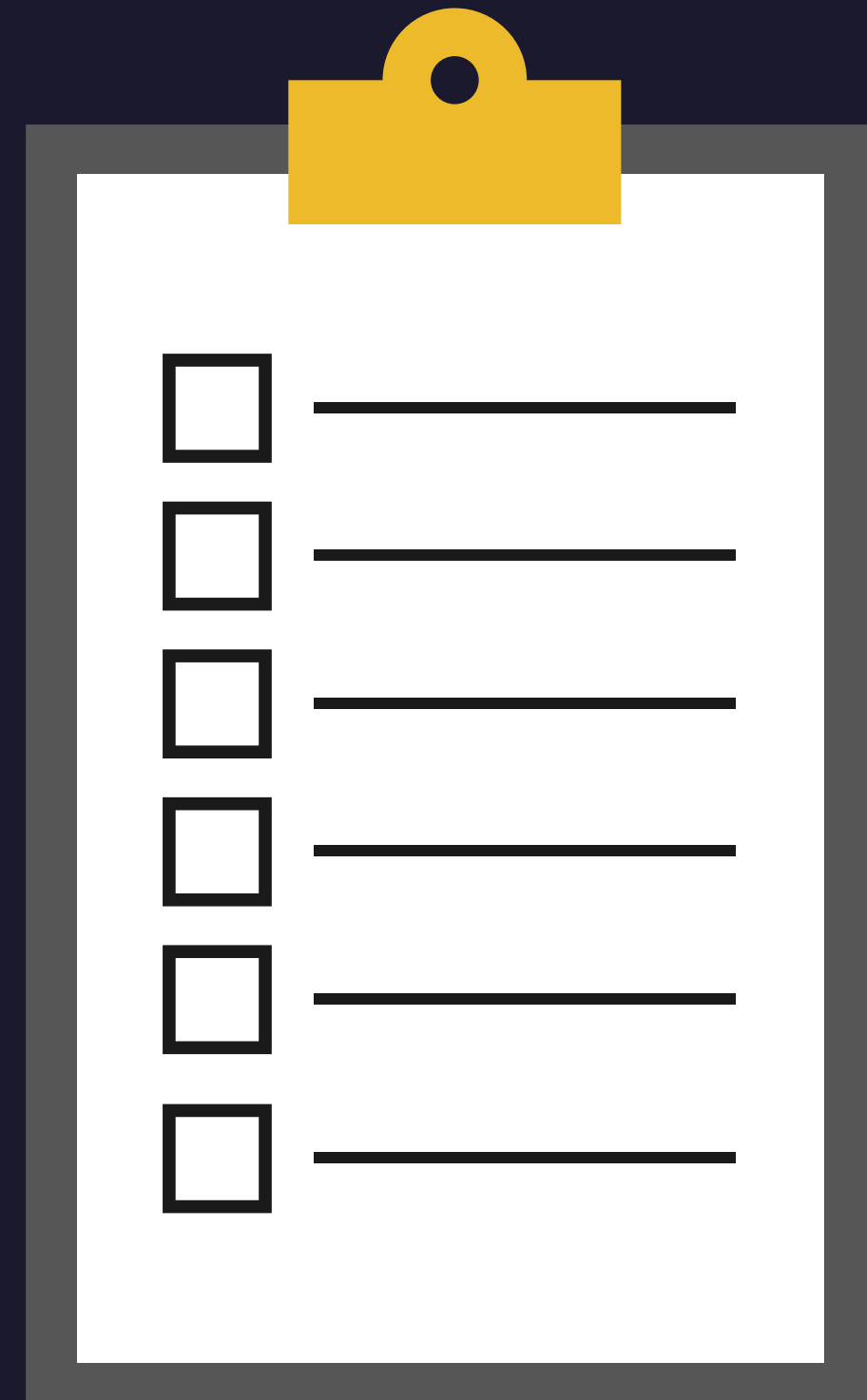
- Aug 14–16: 9:00am, Aug 12 (Mon)
- Aug 16–18: 9:00am, Aug 13 (Tue)
- Aug 18–20: 9:00am, Aug 14 (Wed)
- Aug 20–22: 9:00am, Aug 15 (Thu)



## Collect parents consent for participants under 18

Ensure parents agree with the participation for those who are under 18. You can find parent consent form to be filled below and please keep them for your own record:

- SU Affiliated Societies
- DAGs





# Other Reminders



**Safeguard reputations. Do not defame your Society/Group or the University**



**Uphold academic integrity seriously and do not promote cheating**



**Exercise judgement and do not engage in any unlawful activity**



**Get yourself prepared for bad weather arrangement**



**Have mutual respect and do not disturb others members of the university of the general public**



**Safety precautionary measures**

# Important CONTACTS

If you need assistances, please contact us



<https://dst.hkust.edu.hk/eng/detail.php?catid=7&sid=112>

## For advising and enquiries

Student Support & Activities, DSTO

- Email: [ssa@ust.hk](mailto:ssa@ust.hk)
- Tel: 2358 6662
- Location: Student Support and Activities Counter, LG3, Lift 6
- Office hours: 0900-1245, 1400-1700 on weekdays

## For emergency

Security Center

- Tel: 2358 8999
- Location: G/F, Lift 2