

# Housing Management Regulations

Established Dec. 3, 1986  
 Amended Aug. 8, 1995  
 Amended Dec. 21, 1995  
 Amended Mar. 23, 1998  
 Amended Dec. 24, 1998

Amended Jul. 28, 1999  
 Amended Jun. 1, 2001  
 Amended Nov. 29, 2013  
 Amended Oct. 30, 2018  
 Amended Feb. 18, 2019

Amended Mar. 1, 2020  
 Amended Aug. 1, 2021  
 Amended Nov. 8, 2021  
 Amended Jan. 20, 2022  
 Amended Dec. 1, 2023

## Chapter 1 General Provisions

**Article 1 (Purpose)** The purpose of these regulations is to prescribe matters pertaining to the management of housing (hereinafter referred to as "Housing") operated by Pohang University of Science and Technology (hereinafter referred to as "the University").

**Article 2 (Scope of Application)** Except as otherwise provided by relevant laws and regulations regarding housing management, these regulations shall apply.

**Article 3 (Supervision of Management Affairs)** The supervision of housing management and operation shall be governed in accordance with the University's organizational regulations.

**Article 4 (Definitions)** "Housing" refers to all residential facilities of the University, excluding student housing facilities and shall be defined as follows:

1. Faculty Apartments: University-managed housing for faculty members
2. Official Residences: Residential facilities directly managed and operated by the University, such as the President's residence.
3. Researcher Apartments: University-managed housing for researchers.
4. Auxiliary Facilities: Additional structures necessary for housing operations, such as management offices, sewage treatment plants, and mechanical rooms.
5. Guest Room: Residential facilities for domestic and international visitors temporarily staying at the University. (Amended: 2018.10.30)

## Chapter 2 Faculty Apartments

**Article 5 (Eligibility for Residency)** The following individuals shall be eligible to reside in the housing:

1. Full-time faculty members of the University.
2. Individuals specially recognized by the President.

**Article 6 (Allocation Criteria)** ① The allocation of 40-pyeong (approximately 132m<sup>2</sup>) apartments shall be carried out according to the following criteria, and at least two persons, including the principal resident, must reside in the unit. However, in the event of unavoidable reasons related to apartment management or operations, the President may adjust the residency priority. (Amended: 2023.12.01.)

1. Allocation Criteria :

$$\frac{\text{Years of Service}}{\text{Years of Service Criteria}(30 \text{ years})} * 50\text{points} + \frac{\text{Number of Minor Children Criteria}}{\text{Number of Minor Children Criteria}(3 \text{ children})} * 50\text{points}$$

2. If the conditions specified in Item 1 are the same, priority shall be determined based on the appointment date.

② Notwithstanding Paragraph 1, if the resident uses the unit alone for more than six months in a given year, they shall be required to relocate to a smaller unit.

③ If a resident is requested by the University to relocate pursuant to Paragraph 2 but fails to comply, the University shall impose the following monthly surcharges in addition to rent and other residential-related

expenses. (Amended: 2020.3.1)

1. 500,000 KRW per month if relocation is not completed within one month of the relocation notice;
2. 1,000,000 KRW per month if relocation is not completed for more than one year following the relocation notice.

④ If a resident wishes to relocate to a unit of the same size during their stay and meets the standards set forth in Article 12, Paragraph 2, Item 4, relocation shall be permitted. (Amended: 2022.1.20)

⑤ Newly appointed faculty members shall select their residences from among the available units of the minimum size.

⑥ If there is a surplus of apartment units available, they may be separately allocated to enhance utilization, and the usage fee shall be determined separately.

**Article 7 (Residency Procedures)** ① Those wishing to reside in faculty housing must submit a Faculty Housing Application Form (Appendix Form No. 1) to the housing allocation department and may move in only upon receiving approval.

② Those granted approval for residence must move in within two weeks from the date of notification.

**Article 8 (Residency Period)** ① The residency period shall be the duration of employment or a designated period.

② If the President deems it necessary to extend the residency period, such extension may be granted, and the resident shall pay the rent stipulated in Article 9. (Amended: 2022.1.20)

**Article 9 (Rent)** If an apartment is provided temporarily for the sake of convenience to individuals not qualifying under Article 5, a prescribed rent may be charged. The rent shall be determined separately by the President.

**Article 10 (Deposit)** In principle, housing shall be provided free of charge. However, where deemed necessary, a deposit may be collected to support the maintenance of internal facilities.

**Article 11 (Eviction)** ① A resident shall vacate the premises within one month if any of the following circumstances arise:

1. Loss of eligibility under Article 5;
2. Failure to pay rent for two or more months, or violation of Article 17 (Resident's Obligations). (Amended: 2021.8.1, 2022.1.20)
3. Any other cases where the President issues an order to vacate.

② If a resident fails to vacate the premises within one month after the occurrence of an eviction cause, they shall be liable to pay, in addition to rent and other related expenses, a monthly penalty as follows: (Newly established: 2020.3.1)

1. From one month to less than three months after the eviction cause arises: 500,000 KRW per month;
2. From three months onwards after the eviction cause arises: 2,000,000 KRW per month.

**Article 12 (Burden of Maintenance Costs)** ① The University shall bear the costs necessary for the maintenance and management of the apartments, as specified in the following items:

1. Capital expenditures for major repairs to ensure the continued functionality of the apartments;
2. Personnel expenses (e.g., elevator maintenance personnel, boiler assistants);
3. Shared expenses attributable to unoccupied units.

② The resident shall be responsible for the following costs related to their residence:

1. Personal usage expenses (e.g., electricity, water, hot water, telephone, gas, TV subscription fees, security fees);
2. Internal repair costs for each unit (e.g., replacement of glass, light bulbs, wallpaper, flooring, sinks, including wall-mounted cabinets);
3. Shared usage expenses (e.g., electricity, water, heating).

4. Internal repair costs for the new unit when relocating to another unit due to personal circumstances.

③ Notwithstanding Item 2 of Paragraph 2, if the resident is a newly appointed full-time faculty member or is relocating due to circumstances determined by the University, the University shall bear the internal repair costs of the unit.

④ In cases where the division of financial responsibility between the University and the resident is unclear,

such matters shall be determined by the President.

⑤ (Deleted: 2021.12.10)

**Article 13 (Deleted) (Amended: 2018.10.30)**

### **Chapter 3 Official Residence (Established: November 8, 2021)**

**Article 14 (Residency Criteria)** A separate residential space may be secured and designated as an official residence to ensure the smooth execution of the President's duties and responsibilities.

**Article 15 (Eligibility for Residency)** The resident of the official residence shall be the President of Pohang University of Science and Technology.

**Article 16 (Usage Period)** The usage period of the official residence shall be the tenure of the President.

**Article 17 (Resident's Duties)** The resident shall comply with the applicable regulations and manage the official residence, including the building and other facilities, with the duty of care expected of a prudent manager.

**Article 18 (Utility Expenses)** ① The resident shall bear all utility charges, such as electricity, proportionate to the area of exclusive usage, excluding common areas.

② The resident shall be responsible for management fees from the date of occupancy.

**Article 19 (Repairs and Maintenance)** Repairs and maintenance of the official residence, as well as the purchase of necessary furnishings or supplies, shall be covered by university funds.

**Article 20 (Management Department of the Official Residence)** The General Affairs Team of the Administration Office shall oversee the management of the official residence:

### **Chapter 4 Researcher Housing**

**Article 21 (Eligibility for Residency)** ① Individuals appointed as researchers participating in the University's research who wish to reside;

② Individuals deemed to conform with the University's educational and research objectives;

③ Others specially recognized by the President. (Newly Established: 2019.02.18)

**Article 22 (Residency Procedure)** Applicants shall obtain approval from their respective department (or affiliated unit head) and submit a residency application to the housing allocation department, and may move in only after receiving final approval.

**Article 23 (Residency Period)** The residency period shall be determined by the contract duration or a designated period.

**Article 24 (Rent)** ① Residents shall pay a prescribed monthly usage fee.

② The basis for determining the usage fee shall be established separately.

**Article 25 (Deposit)** Residents shall pay a deposit for internal facility maintenance.

**Article 26 (Eviction)** If any of the following circumstances arise, the resident shall vacate the housing within 10 days of the termination of residency eligibility:

1. Loss of qualification as specified in Article 14;
2. Failure to pay rent for two or more months, or violation of Article 17 (Resident Obligations); (Amended: 2021.08.01, 2022.01.20)
3. Any other case where the President issues an eviction order.

### **Chapter 5 Guest Room (Established October 30, 2018)**

**Article 27 (Purpose)** For the purpose of supporting the University's educational and research activities, certain units within the Faculty Apartments, Posville, and the POSCO International Center may be designated and operated as Guest Rooms. (Amended: 2022.01.20)

**Article 28 (Eligibility for Use)** Eligible residents or users shall be as follows:

- ① University members (including newly appointed faculty members) and their families, invited guests, joint researchers affiliated with university members, individuals related to university-hosted events (including groups), and others temporarily approved by the President as requiring accommodation. (Newly Established: 2018.10.30, Amended: 2022.01.20)
- ② (Deleted: 2022.01.20)

**Article 29 (Management and Operation)** In principle, Guest Room furnishings and consumables shall be procured and provided using university funds. However, in special cases, installation and operation may be conducted separately with the approval of the President. (Newly Established: 2018.10.30)

**Article 30 (Operational Standards)** ① Residents shall bear the residence-related portion of maintenance costs, including telephone charges and other living expenses. (Newly Established: 2018.10.30)

- ② Matters regarding the operation of Guest Rooms shall be determined and managed separately by the respective housing management department. (Newly Established: 2018.10.30)

## **Chapter 6 Facility and Safety Management (Amended October 30, 2018)**

**Article 31 (Obligations of Residents)** ① Residents shall comply with the regulations or guidelines established by the University regarding housing facilities and shall maintain the assigned facilities with the duty of care expected of a prudent manager.

- ② Under no circumstances may residents rent their housing to others.
- ③ Residents shall not arbitrarily alter the structure of the housing. In the event of damage to any facility caused by the resident's intent or negligence, the resident shall bear the cost of restoring the facilities to their original condition.
- ④ Residents shall not engage in disruptive behavior or handle hazardous materials within the housing.
- ⑤ Residents must promptly report to the management office any defects or foreseeable issues with the facilities.

**Article 32 (Facility Repair Procedure)** In case of a need for repairs, the resident shall report it to the housing management office for the appropriate action. However, repairs that fall under the resident's responsibility shall be handled on an individual unit basis.

**Article 33 (Emergency Measures)** ① The housing management department shall establish and implement emergency response measures for incidents such as fires or earthquakes, and shall ensure that residents are made aware of such measures.

- ② In the event of a fire resulting from the resident's negligence, the shall be handled in accordance with the decision of the Safety Management Committee.

**Article 34 (Operation of Auxiliary Facilities)** The management and maintenance of auxiliary facilities related to housing shall be conducted in accordance with the facility management regulations.

**Article 35 (Supplementary Provisions)** Matters not specified in related laws or these regulations regarding housing management may be prescribed through separate detailed implementation guidelines.

## **Addendum**

These amended regulations shall take effect on December 21, 1995. However, Residents who moved in on or after November 1, 1995, shall be subject to this regulation.

#### **Addendum**

1. These amended regulations shall take effect on March 23, 1998.
2. The six-month calculation period in Article 6, Clause 2 of these regulations shall be retroactively applied up to the date before this regulation was amended.
3. For residents who have already moved in, their residency shall, in principle, be recognized in accordance with Article 6 of this regulation.

#### **Addendum**

These amended regulations shall take effect on December 24, 1998.

#### **Addendum**

These amended regulations shall take effect on July 28, 1999.

#### **Addendum**

These amended regulations shall take effect on June 1, 2001, replacing and revising the previous Faculty Housing Management Regulations (including the regulation title).

#### **Addendum**

These amended regulations shall take effect on November 29, 2013.

#### **Addendum**

1. These amended regulations shall take effect on October 30, 2018.
2. Any measures implemented prior to the amendment of this regulation shall be deemed to have been carried out in accordance with this regulation.

#### **Addendum**

These amended regulations shall take effect on February 18, 2019.

#### **Addendum**

1. These amended regulations shall take effect on March 1, 2020.
2. For the purposes of applying Article 11(2), residents for whom an eviction cause arose prior to March 1, 2020, but who failed to vacate shall be required to pay a compensation fee of 500,000 KRW per month from March through May 2020, and 2,000,000 KRW per month from June 2020 onward.

#### **Addendum**

These amended regulations shall take effect on August 1, 2021.

**Addendum**

These amended regulations shall take effect on November 8, 2021.

**Addendum**

These amended regulations shall take effect on January 20, 2022.

**Addendum**

These amended regulations shall take effect on December 1, 2023.

Attached Form

<b>Faculty Housing Application</b>		Approval	Prepared by	Approved by
<b>&lt;Personal Information&gt;</b>				
<b>Department</b>		<b>Employee Number</b>		
<b>Name</b>		<b>Contact Information</b>		
<b>Family</b>	Parents:	Spouse:	Children:	Others(cohabitants):
<b>&lt;Allocation &amp; Conditions&gt;</b>				
Assigned Room	Period	Residency Requirements	Preferred Move-in Date	
Bldg __, Room __	dd.mm.year~dd.mm.year	Utilities at the Resident's expense	dd. mm. year	
<p>I hereby pledge to comply with the following residents regulations and apply for residency in the professor apartment</p> <p style="text-align: center;">Application Date: Month / Day / Year</p> <p style="text-align: right;">Applicant: _____ (Signature)</p> <p style="text-align: center;"><b>Residents Regulations</b></p> <ol style="list-style-type: none"> <li>1. Residents shall comply with all regulations related to the management and operation of faculty housing.</li> <li>2. Residents shall maintain and protect the housing with the duty of care expected of a prudent manager and shall comply with the following obligations: <ol style="list-style-type: none"> <li>A. Promote mutual respect and good communal values in shared living;</li> <li>B. Refrain from handling hazardous materials within the housing;</li> <li>C. Take necessary precautions to prevent fire, theft, flooding, and other potential hazards;</li> <li>D. Maintain cleanliness both inside and outside the housing and make every effort to preserve the facilities;</li> <li>E. Refrain from any conduct that may damage shared facilities.</li> </ol> </li> <li>3. Residents shall vacate the housing within 7 days if any of the following circumstances occur: <ol style="list-style-type: none"> <li>A. If the resident violates any of the obligations listed in Paragraph 2 above;</li> <li>B. If the resident changes their assigned unit without authorization.</li> </ol> </li> <li>4. The following items necessary for the maintenance and upkeep of the housing shall be borne by the resident: <ol style="list-style-type: none"> <li>A. Expenses incurred for maintenance or repairs performed without prior approval from the University;</li> <li>B. For any other expenses where the scope of financial responsibility is unclear, the matter shall be determined by the President;</li> <li>C. Unit-specific internal repair costs (e.g., replacement of glass, light bulbs, wallpaper, flooring).</li> </ol> </li> </ol>				