



## NIAS Fellows' House Rules

### Commitment

All users of the NIAS Fellows' House are committed to creating and maintaining a civil social space, a pleasant living community and a comfortable home.

### Users

Users of the NIAS Fellows' House are its residents, other NIAS fellows, NIAS staff, in addition to guests, who must always be accompanied by a NIAS resident, fellow or staff member, and who may not stay after 10 p.m., unless explicitly allowed by a NIAS Facility Officer in writing. Pets are not allowed, unless they are official service animals.

### Required Behaviour

All users of the NIAS Fellows' House must comply with the [NIAS Code of Conduct](#), in addition to complying with the following:

1. Respect the living and use comfort of all in and around the House, such as by keeping noise to a minimum, observing quiet time after 10 pm, tidying communal spaces and cleaning communal inventory after use.
2. Be accessible and accountable to all users of the House, such as by listening to their requests for alternative modes of making use of it. All users commit to making things right and agreeable for all.
3. Actively contact NIAS Fellows Services staff and all residents of the House before organising a gathering in any of its communal spaces, whether you are one of the residents, or another NIAS-connected user.
4. Always include all residents in any communal activity in the House and also make gatherings open and known to other NIAS colleagues. NIAS does not accept exclusionary activities.

### Required Care

5. Treat and handle all NIAS and Royal Academy property and assets with care, and report any defects or shortages, whether new or already existing. Please note that the Royal Academy is the owner of the NIAS Fellows' House.
6. Conserve energy and water, such as by heating modestly, closing doors and windows when heating, turning off or pulling out the plugs of lights and devices that are not in use, taking quick showers, and by using the dishwasher and washing machine only when full.



7. Use the recycling bins for paper and glass, and dispose of all waste responsibly, especially food waste. Please note that the Amsterdam city centre is easily prone to plagues.
8. Be aware that cleaning and other maintenance take place on weekdays between 10 a.m. and 4 p.m. Maintenance staff of or on behalf of the Royal Academy are to be let in within these hours. Allow all further and urgent checks and repairs.
9. Accept outside restorations and maintenance of the 17th century House, including the trouble involved, trusting that it will be limited to the absolute minimum and will only be undertaken during the semester if it cannot be postponed until or planned for the summer.
10. Make sure to always close the windows before leaving a space you have used in order to prevent burglary, and to keep cats and bad weather out.
11. Do not use the emergency exits and stairs except to exit the House in cases of emergency. The emergency platforms and stairs may not be used as balconies. No objects may be placed on them.
12. Do not smoke anywhere in the NIAS Fellows' House. Smoking is also prohibited in front of the House or on the emergency evacuation platforms. If it does not disturb others, you may smoke in the backyard.

## Applicability and Consequences

This Code of Conduct applies to all spaces of the NIAS Fellows' House. Potential consequences of violation are specified in the NIAS Code of Conduct, as are the responsibilities of all in the NIAS community, both fellows and staff, be it those directly affected or bystanders.

## In case of practical problems

If problems occur that hinder either efficient use of the House or pleasant community living, please contact:

Berthon Alberto or René Biemans via [Fellowsservices@nias.knaw.nl](mailto:Fellowsservices@nias.knaw.nl).

During office hours you may also call 020-2246701 or the Royal Academy's Porter at 020-5510700/020-5525827.

Outside office hours AND in case of danger and/or actual or potential severe damage to property, please call the Royal Academy's Facilitaire Dienst at 020-5510700.