



**The Hong Kong University of Science and Technology**  
**Health, Safety and Environment Office**  
**香港科技大學**  
**健康、安全及環境處**

**Entry Procedures for the Void under the Indoor Swimming Pool**  
**進入室內泳池底空間的程序**

- 1 Before entering the void under the indoor swimming pool, the entrant must notify BS Duty Controller at LG7 BS Workshop and record the details of entry into the “Void under the indoor swimming pool In/Out Record Book” which is kept in the control room.  
進入室內泳池底空間前，進入者必須通知地下七樓(LG7)BS 工場內的當值控制員和登記有關的資料於控制室內的『室內泳池底空間進入/離開記錄冊』。
- 2 The entrant should equip or bring along with the appropriate personal protective equipment (PPE), walkie-talkie and lighting unit if necessary.  
如有需要，進入者應佩戴或攜帶合適個人防護裝備，對講機及照明裝置。
- 3 The entrant must switch on the lighting and ventilation system of the void under the indoor swimming pool at least 30 minutes in advance. Also familiarize with the location direction of exit. Leave immediately if the ventilation system is not functioning properly and inform BS Duty Controller accordingly.  
進入者必須預先最少 30 分鐘前開啟室內泳池底空間內的燈光和抽氣系統，還有緊記出口之地點及方向。若抽氣系統不能正常操作，應立即離開室內泳池底空間和通知屋宇設備維修組當值員。
- 4 In case of accident or feeling uncomfortable, the entrant(s) must evacuate from the void under the indoor swimming pool at once. Seek help from Security Control Centre and inform BS Duty Controller immediately.  
進入者如遇意外或感覺不舒適，應立刻離開室內泳池底空間。立刻向保安控制中心尋求援助和通知 BS 當值控制員。
- 5 Solo operation in the void under the indoor swimming pool should be avoided whenever possible. If this cannot be practicably avoided, the responsible department must implement necessary safety measures to monitor and ensure the worker's safety during the operation. Additionally, the responsible department should remain vigilant and attentive to the situation.  
不建議在室內泳池底空間內單獨工作。若不能避免單獨工作，負責部門必須實施必要的安全措施，以監控並確保作業人員的安全。此外，負責部門應保持警惕，特別注意有關情況。
- 6 For inquiry, please contact BS Duty Controller at ext. 6465  
若有任何疑問，請聯絡 BS 當值控制員，內線 6465 查詢。