

# 香港紅十字會 Hong Kong Red Cross

## Gym Corner 使用指引 Gym Corner User Guide

### 位置 Location









香港紅十字會總部大樓二樓平台  
Podium Garden, 2/F, Hong Kong Red Cross Headquarters

### 開放時間 Opening Hours

星期一至五，上午八時三十分至晚上十時，公眾假期除外。  
Monday to Friday, 8:30am-10:00pm, except Public Holiday.

### 設施 Equipment

健身單車 3 部、划艇機 1 部及多功能體適機 1 部  
3 Bikes, 1 Rowing Machine and 1 Adaptive Motion Trainer

健身單車(1) Bike (1)	健身單車(2) Bike (2)	健身單車(3) Bike (3)	划艇機 Rowing Machine	多功能體適機 Adaptive Motion Trainer
				
				

### Gym Corner 使用守則 Rules of Gym Corner

1. 使用者必須為香港紅十字會員工(不包括輸血服務中心及特殊學校員工)，並於非辦公時間(即考勤記錄以外)使用。  
Users should be Hong Kong Red Cross paid staff (exclude Blood Transfusion Service and Special Schools), who can use the fitness equipment during non-office hours (i.e. time out of attendance record).
2. 使用前必須在 Gym Corner Booking System 預約登記，選擇使用的器材及時段，並須申報已清楚明白相關健身器材的使用方法。  
Users should make prior bookings to reserve the equipment at a specific timeslot, via Gym Corner Booking System. Users are required to declare that they clearly understand the use of fitness equipment.
3. 使用者於使用健身器材前，必須細閱本使用守則，以表示同意遵守本指引及注意安全，並自行承擔相關風險。  
Before using the fitness equipment, the user should read the user guide carefully, which indicates the acceptance to follow this guide and safety, and bear the related risk
4. 以下使用者，若在使用健身器材時發生意外，導致損失或受傷，本會概不負責：  
The Agency will not be responsible for any loss or injury caused by accidents when using fitness equipment in the following condition:

- 非香港紅十字會員工；或 - 沒有預約的使用者；或 - 在其辦公時間的使用者；或 - 開放時間以外的使用者。	- Non Hong Kong Red Cross Staff; or - Users have not made reservation; or - Using the equipment during his/her office hours; or - Using the equipment beyond opening hours.
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5. 使用器材時，使用者必須帶備職員證，以便保安員或相關職員巡邏時確認職員身份。  
When using the fitness equipment, users shall bring along with their Staff Cards for the security guard or relevant staff to confirm their staff identity.
6. 進行健身運動時，所有使用者必須穿著適當的運動服及鞋。  
All users must wear proper sportswear and shoes when doing fitness exercises.
7. 所有器材以自助方式使用。為顧及個人衛生及保護健身器材之耐用性，使用者須保持其整潔。使用後，請抹去留在器材上之汗漬，方便他人使用。  
All fitness equipment is self-service. In considering personal hygiene and protecting the durability of fitness equipment, users should keep it clean. After using, please wipe off the sweat stains left on the fitness equipment.
8. 若使用者損毀健身器材，本會有權向該人士索取相關賠償。  
If any damages are caused to the fitness equipment, the Agency reserves the right to claim compensation from the user.
9. 未經許可，不得移動任何健身器材。  
Do not move any fitness equipment without permission.
10. 請勿對他人構成滋擾，禁止噪音及不守秩序行為。本會有權要求行為不檢人士離開或拒絕有關人士再次使用健身器材。  
Do not make nuisance to others. Noise and disorderly behavior are prohibited. The Agency has the right to ask the person who behaves badly to leave or refuse the person to use the fitness equipment again.
11. 大樓設施管理有權關閉 Gym Corner，以便進行清潔、保養維修或其他工作，而毋需事前通知。  
The Building Facility Management has the right to close the Gym Corner for cleaning, maintenance or other work without prior notice.

#### **安全守則 Safety guide**

- a. 若有以下症狀或有長期病患，請先徵詢醫生意見才進行運動：  
If you have the following symptoms or have long-term illnesses, please consult your doctor before doing exercise:
  - ✓ 心臟病 Heart disease
  - ✓ 血壓高 High blood pressure
  - ✓ 糖尿病 Diabetes
  - ✓ 肝病 Liver disease
  - ✓ 哮喘 Asthma
- b. 若是初學者，請與同伴一起進行運動。  
If you are a beginner, please be accompanied by your colleagues.
- c. 60歲或以上人士，每次使用健身器材前，均須在預約系統填寫專供「年滿60歲使用者的聲明」部份。  
Aged 60 or above, must fill in the "Declaration for Aged 60" in the booking system.
- d. 切勿於服藥後及患有傳染性疾病時做運動。  
Do not exercise after taking medicine and when suffering from infectious diseases.
- e. 使用者應按個人能力及運動習慣，調較其運動量。  
Users should adjust the activity according to their personal ability and exercise habits.
- f. 運動前應有足夠時間熱身(10-15分鐘)，讓身體作好準備。運動後亦應有鬆弛時間(10分鐘)。  
There should be enough time for warm up (10-15 minutes) before exercise, and cool-down (10 minutes) after exercise.
- g. 操作前檢查器材是否操作正常及安全。如器材出現機件故障，請立刻停止使用及切勿自行維修，應立即通知大樓服務中心跟進，電話：2507 7790。  
Prior to using the fitness equipment, please check the condition of whether the fitness equipment is operating normally and safely. If the fitness equipment has any mechanical failure, please stop using it immediately and do not repair it by yourself. You should notify the Building Service Centre for follow-up. Tel: 2507 7790.
- h. 請遠離擺動中的器械。  
Stay away from swinging equipment.
- i. 若感到不適，請立刻停止運動。如需協助，請聯絡大樓服務中心，電話：2507 7790。  
Stop exercising immediately if you feel unwell. For assistance, please contact Building Service Centre on 2507 7790.

運動有益身心，進行時請注意安全。  
Exercise is good for health, let's do it safely.