



RĪGA STRADIŅŠ UNIVERSITY

Reg. No 90000013771, 16 Dzirciema iela, Rīga, LV-1007, Latvia, +371 67409230, rsu@rsu.lv, www.rsu.lv

/Translation from Latvian, 15.10.2026/

INTERNAL REGULATORY ENACTMENT

12.10.2026

Rīga

No 1-PB-9/61/2026

Rīga Stradiņš University INTERNAL RULES AND REGULATIONS OF THE SPORTS CLUB

1. GENERAL PROVISIONS AND REGULATIONS OF THE CLUB USE

1.1. These internal rules and regulations (hereinafter – **the Regulations**) lay down the procedure for visitors to use the premises of the Sports Club of Rīga Stradiņš University (hereinafter – RSU) (hereinafter – **the Club**) at 3 Cigoriņu iela, Rīga, the equipment of the Club and the services provided by the Club.

1.2. Terms used in the Regulations:

1.2.1. Visitor – any natural person (customer, guest, trainer or other person);

1.2.2 Client – a person who has a valid subscription, a one-time visit right or another access approved by the Club;

1.2.3. Guest – a person who visits the Club together with the Client or at the invitation of the Club in accordance with the procedure established by the Club;

1.2.4. Club Administration – authorised Club employees;

1.2.5. Access Means – the Club membership card, access code, Club app or other access means issued by the Club.

1.3. The Regulations are publicly available on the RSU website *sports.rsu.lv/en* and in the app, as well as at the Club reception.

1.4. The Regulations are binding on all Visitors to the Club. The Client, by concluding the agreement with the Club, confirms that they have read the Regulations, agree with them and undertake to comply with them.

1.5. The Club Administration determines the working hours of the Club, the procedure for the provision of services, the schedule of classes, the procedure for reservations and other matters related to the operation of the Club. The Club informs the Clients about the changes that significantly affect the rights of the Client (for example, reduction of working hours, termination of the service) in the app, on the website of the Club and in the premises of the Club no later than 14 (fourteen) calendar days before the entry into force of the changes, except in cases where the changes are required immediately due to security, emergency or other circumstances beyond the control of the Club.

1.6. The Club may be used only by Clients and Guests in accordance with the Regulations, as well as by the Club Administration – staff and trainers.

1.7. The Club is open to persons aged 16 (sixteen) and over. Persons under the age of 16 (sixteen) are prohibited from visiting the Club, except when attending events organised by RSU or the Club under the supervision of a trainer or another responsible adult.

1.8. If a person is under the age of 16 (sixteen), their participation in the Club's services requires the written consent of their legal representative – parent or guardian. The legal representative must provide consent in the manner specified by the Club, confirm that they have read the Regulations and explained them to the minor, and provide their contact details for use in an emergency.

1.9. A minor, when visiting the Club, has the same obligations regarding compliance with the internal rules, safety, hygiene and use of the Club's inventory as an adult.

1.10. The Access Means and subscription is personal and may not be transferred or otherwise made available to another person.

1.11. The Club Administration has the right to ask the Visitor to present an identity document or RSU student or employee card to ensure that the Access Means is used by its holder. The identity document is only presented, no copies of the document are made and the data of the document are not registered, except when it is necessary to record the violation in accordance with the procedure laid down in Paragraph 3.10 of the Regulations.

1.12. If the Access Means is lost, stolen or otherwise comes into the possession of another person, the Client shall immediately notify the Club Administration thereof. The Club shall block the Access Means in question.

1.13. The Visitor is obliged to follow the reasonable instructions of the Club Administration (staff and trainers) if they are related to safety, order, hygiene or the organisation of the training process.

1.14. The Club Administration has the right to warn the Visitor of non-compliance with the Regulations and to demand that the violation be remedied immediately.

1.15. The Club may establish additional terms of use for specific areas, equipment, classes or services. The additional rules are displayed in the relevant area and made public in the manner, order and timeframe set out in Paragraph 1.4 of the Regulations.

1.16. The Regulations do not limit the rights of the Client as a consumer, which are provided for in regulatory enactments.

1.17. The Regulations are related to the terms of use of specific services, reservation terms, the Club price list, privacy policy and other documents of the Club.

2. SAFETY, HYGIENE AND CONDUCT

2.1. Mutual respect, honesty, courtesy and tolerance must be observed in the Club.

2.2. Visitors must respect the rights of other Visitors to a safe, clean and comfortable training environment.

2.3. Aggressive, threatening, offensive, discriminatory or disrespectful behavior towards the Club Administration, trainers or other Visitors is prohibited.

2.4. Deliberate interference with the training or practice of other persons is prohibited.

2.5. It is forbidden to run, push, shout or otherwise act in a way that may endanger one's own or other people's safety.

2.6. Only appropriate, clean sportswear and sports-specific footwear are permitted in the training areas.

2.7. It is forbidden to enter the training hall barefoot or in shoes that are not suitable for the specific physical activity and may pose a safety risk, unless otherwise specified by the Club for a specific activity (e.g. yoga).

2.8. During the training, the Visitor must use a towel, i.e. place it on contact surfaces such as benches and exercise equipment.

2.9. After using an exercise machine or other equipment, the Visitor must clean the surfaces they have used with the cleaning or disinfecting products provided by the Club.

2.10. The use of cleaning or disinfecting products that are not intended for the Club's equipment is prohibited.

2.11. High standards of hygiene must be maintained in the changing rooms, showers, bathrooms and other communal areas.

2.12. All Club equipment and facilities must be used only for their intended purpose and in accordance with the manufacturer's or Club's provisions.

2.13. Before using the exercise machine, the Visitor must make sure that it is visually and functionally safe.

2.14. If damaged or unsafe equipment is found, it must not be used. Any damage must be reported immediately to the Club Administration.

2.15. It is forbidden to throw, hit, pull or otherwise carelessly use weights and other equipment if it can damage the equipment, floor or premises.

2.16. After training, the equipment must be put back in its place.

2.17. Free weights, dumbbells, barbells, discs and other equipment must not be left on the training paths or evacuation routes for a long time.

2.18. Please keep a safe distance from other users while using the equipment.

2.19. The unauthorised moving of heavy exercise machines or other fixed equipment is prohibited.

2.20. The Visitor must assess their own state of health and physical fitness before starting physical activities. This Paragraph does not limit the Club's liability in cases provided for by law.

2.21. A person with a medical condition, injury, or other condition that may affect safe exercise should consult a physician or appropriate healthcare professional before beginning any exercise programme.

2.22. Any injury or health problem that occurs at the Club must be reported immediately to the trainer or the Club Administration.

2.23. The Visitor must stop exercising if they experience severe pain, dizziness, malaise or any other concerning symptoms.

2.24. It is forbidden to deliberately perform actions that may endanger person's own or other people's health and safety.

2.25. Personal and group training on the Club's premises may be conducted only by trainers approved by the Club or other persons authorised by the Club who hold the qualifications required by law (from 1 June 2027, a sports coach certificate in accordance with the Sports Law).

2.26. It is forbidden for Visitors to provide fee-based or free training services to other Club Visitors without the prior written permission of the Club.

2.27. The trainer has the right to stop an exercise or training session if it is performed in an unsafe manner or in a way that does not comply with the Regulations.

2.28. Participation in group classes is subject to the Club's reservation policy.

2.29. Arriving on time for group sessions is mandatory.

2.30. The trainer has the right to prevent a Visitor from joining a class after the start of the class if the delay may endanger the safety of the Visitor or other participants or interfere with the conduct of the class.

2.31. The instructions of the trainer must be followed during the class.

2.32. During group classes, Visitors are prohibited from using equipment designated for participants in the specific class without authorisation.

2.33. If necessary to leave the class before the end, the Visitor must inform the trainer if possible.

2.34. After the class, the equipment must be put back in its place and the surfaces used must be cleaned.

2.35. Lockers are intended for the temporary storage of personal belongings during visits to the Club.

2.36. After each visit to the Club, the locker must be emptied and left clean. If a locker remains locked or belongings are left inside after the Club's opening hours, the Club has the right to open the locker in the presence of two (2) employees, draw up a statement listing the items removed, and handle them as found property in accordance with the procedure set out in Paragraphs 2.41–2.43 of the Regulations.

2.37. It is forbidden to damage lockers, locks, doors or other equipment in the changing rooms.

2.38. It is recommended not to leave valuable items (money, documents, electronic devices, jewellery, etc.) unattended in the Club.

2.39. The Club is not responsible for the property of Visitors left unattended outside the lockers or in unlocked lockers, except in cases where the loss was caused by the fault of the Club or its employee or otherwise provided by law.

2.40. Any item found must be handed over to the Club Administration immediately. The Club shall record each found item in the lost property register, specifying the date and place where it was found and describing the item.

2.41. If the owner of the found item is known, the Club shall immediately notify them.

2.42. The Club keeps the found items for 7 (seven) calendar days from the date on which they are found. If an item is not claimed by its owner within this period, the Club shall notify the State Police and hand over the item in accordance with Section 945 of the Civil Law. Identity documents, money and other valuables shall be handed over to the State Police immediately.

2.43. Hygiene items of low value and used drink containers that cannot be stored for hygiene reasons are not stored by the Club and are destroyed.

2.44. When taking photographs or videos in the Club for personal use, the Visitor must respect the privacy of others. Photographing or filming other Visitors or members of staff in a manner that allows them to be identified is prohibited without their consent.

2.45. Taking photographs or videos in the changing rooms, showers and other private areas is strictly prohibited.

2.46. Commercial, advertising, professional or other public content photography and filming in the Club must be agreed in advance with the Club Administration.

2.47. Mobile devices are allowed in the Club if their use does not disturb other Visitors.

2.48. Loud music or other audio content without headphones is prohibited.

2.49. Mobile phones must be kept on silent mode during classes unless otherwise instructed by the trainer.

2.50. Only sealed non-alcoholic drinks are allowed in the training areas unless otherwise specified by the Club.

2.51. Eating food in the training area is prohibited, except in areas specifically designated by the Club.

2.52. The consumption of alcohol or the use of drugs or other intoxicating substances in the Club, as well as being under the influence of such substances, is prohibited.

2.53. Bringing into the Club, using or distributing narcotic drugs, psychotropic substances, doping substances or other prohibited substances is prohibited.

2.54. Smoking, including the use of electronic smoking devices, as well as the use of tobacco substitutes and smokeless tobacco products, is prohibited in the Club premises and territory.

2.55. Fire, flooding, electrical, health or other emergencies must be reported immediately to a Club employee.

2.56. In the event of an emergency, Visitors must follow the evacuation plans, safety signs and instructions of the Club Administration.

2.57. It is forbidden to obstruct or otherwise block escape routes, exits or fire safety equipment.

2.58. It is forbidden to bring animals into the Club, except for assistance dogs, as well as weapons, pyrotechnics, flammable substances and other dangerous substances or objects.

2.59. It is forbidden to carry out any commercial activity, distribute advertising materials or organise events without the written permission of the Club Administration.

2.60. The Club has a first aid kit and an automated external defibrillator. Their locations are indicated on the Club's premises. In an emergency, the Club Administration shall call for emergency medical assistance by dialling 113 or 112.

2.61. Any security risk observed by a Visitor must be reported to the Club Administration immediately.

3. RESPONSIBILITY AND INFRINGEMENTS

3.1. The Visitor shall treat the Club premises, equipment, inventory and other Club property with care.

3.2. The Visitor shall compensate the Club for any losses incurred as a result of the Visitor's unlawful and culpable actions (whether intentional or negligent), in the actual amount proven, in accordance with the Civil Law.

3.3. The Club Administration must be informed immediately of any damage, even if it is accidental.

3.4. Theft, misappropriation or attempted misappropriation of property belonging to others in the Club is prohibited.

3.5. In the event of theft or other unlawful acts in the Club, the Club has the right to revoke the person's access to the Club and notify the law enforcement authorities.

3.6. For violation of the Regulations, the Club Administration may, depending on the nature and severity of the violation:

3.6.1. issue a verbal or written warning;

3.6.2. require the cessation of the activity in question;

3.6.3. require the person to leave the Club premises immediately;

3.6.4. suspend access to the Club for a period of up to 3 (three) months;

3.6.5. terminate the Club service or membership agreement in accordance with the procedure laid down in regulatory enactments and the agreement;

3.6.6. demand compensation for the damage caused;

3.6.7. inform law enforcement authorities.

3.7. If the behaviour of a Visitor poses a direct threat to the safety, health or property of people, the Club Administration is entitled to immediately stop such activity and require the person to leave the Club premises.

3.9. When deciding on the imposition of sanctions, the Club Administration shall assess the nature, severity, risks created, repetition and proportionality of the sanction. Where the sanction involves the termination of a subscription or agreement, it shall be applied in accordance with the relevant agreement and regulatory enactments.

3.10. The Club Administration records the violation in writing (in a statement or electronic record), indicating the date, time, place, description of the violation and, if possible, witnesses.

3.11. Before applying the sanction referred to in Paragraph 3.6.4 or 3.6.5 of the Regulations, the Club Administration informs the Client about the detected violation and gives the opportunity to provide written explanations within 5 (five) working days. The decision, together with the reasons, is notified to the Client in writing by sending it to the Client's e-mail address or in the app.

3.12. The Client has the right to contest the decision on the application of the sanctions referred to in Paragraph 3.6.4 or 3.6.5 of the Regulations by submitting a written complaint to the Club within 10 (ten) business days from the date of receipt of the decision. The complainant shall receive a reply within 30 (thirty) calendar days. Submitting a complaint does not prevent the Client from protecting their rights in accordance with the procedures laid down in the applicable laws and regulations.

3.13. During the suspension of access, the subscription period will not be extended, and no reimbursement will be made for this period. If the agreement is terminated in accordance with Paragraph 3.6.5 of the Regulations, the settlement shall be made in accordance with the agreement and regulatory enactments.

3.14. The Club may use video surveillance for security, property protection and order enforcement purposes. There is no video surveillance in the changing rooms, showers and toilets. Information about video surveillance is provided at the entrance to the Club premises. The processing of personal data is carried out in accordance with Section 4 of the Regulations.

4. PROCESSING OF PERSONAL DATA

4.1. Rīga Stradiņš University (hereinafter – RSU) is the controller of personal data in relation to the processing of personal data carried out in connection with the use of the RSU Sports Club services and the RSU Sports Club app.

4.2. To ensure the operation of the RSU Sports Club app, user identification, access administration and use of the Sports Club services, RSU may process the following user personal data:

- name and surname;
- telephone number;
- e-mail address;
- date of birth;
- sex;
- photograph;
- video recording;
- the student identification number and the validity of the student status, if applicable;
- the employee identification number, if applicable;
- address of the place of residence;
- the name, telephone number and relationship of the emergency contact specified by the user.

4.3. Personal data is processed for the following purposes and on the following legal grounds:

4.3.1. User identification and contact data are processed to create and maintain a user profile in the RSU Sports Club app, to provide access to the RSU Sports Club, to administer the Sports Club services and to communicate with the user about the operation of the Sports Club, services, reservations, changes or other issues related to the use of the Sports Club. Legal grounds: Article 6(1)(b) of the General Data Protection Regulation, insofar as the processing of data is necessary for the provision of the service or for the administration of the relationship resulting from the use of the service.

4.3.2. To identify the user and to ensure that the user profile and the access rights granted to it are used only for the purposes of the person concerned, the user's name, surname, photo and access data are processed. Legal grounds: Article 6(1)(b) of the General Data Protection Regulation, insofar as identification is necessary for the provision of the Sports Club services.

4.3.3. To verify the user's right to use specific Sports Club services, access type or relevant user status, the student identification number, student status validity period or employee identification number may be processed. Legal grounds: Article 6(1)(b) of the General Data Protection Regulation.

4.3.4. For the purpose of security, order and prevention of unauthorised use of access rights, the user's identification and access data may be processed. Legal grounds: Article 6(1)(f) of the General Data Protection Regulation, i.e., the legitimate interest of RSU to ensure the security of the Sports Club, its Visitors, employees and RSU property, as well as to prevent the unauthorised use of access rights.

4.3.5. The emergency contact details provided by the user are processed to be able to contact the person in question in the event of an emergency relating to the user's health, safety or other emergency. Legal grounds: Article 6(1)(f) of the General Data Protection Regulation, i.e., the

legitimate interest of RSU to ensure that the user's contact person can be contacted in an emergency. In the event of an actual emergency, processing may also be carried out on the basis of Article 6(1)(d) of the GDPR, if the processing is necessary to protect vital interests of the person.

4.4. The user photo is used for identification of the person and for RSU to ensure that the user profile and the access rights granted to it are not used in the name of another person. The photograph is not used for automated facial recognition or biometric identification of the person.

4.5. The emergency contact details provided by the user are only used for the purpose of emergency situations. When providing the contact details of another person, the user must ensure that the person in question is aware of the transfer of their personal data to RSU for this purpose.

4.6. If the provision of personal data is strictly necessary for the creation of a user profile, the identification of the user or the provision of the Sports Club service and the user does not provide the relevant personal data, RSU may not be able to provide the user with access to the Sports Club or the relevant Sports Club service.

4.7. The user's acknowledgement of reading and acceptance of the Regulations shall not be deemed to constitute consent to the processing of personal data that has another legal basis under the General Data Protection Regulation. The consent of the person is required only in cases where the legal basis for the processing of the data of the person concerned is consent.

4.8. Within RSU, personal data are accessible only to persons who need access to the relevant data to perform their duties or tasks related to the activities of the Sports Club. The technical supplier of the RSU Sports Club app is not provided with access to users' personal data.

4.9. Personal data shall not be disclosed to third parties, except when required by regulatory enactments, when the disclosure of data is necessary for the performance of RSU legal obligations or when there is another legal basis provided for in the General Data Protection Regulation.

4.10. Personal data shall be stored only for as long as necessary to achieve the relevant purpose of processing of personal data and to provide the RSU Sports Club services, or longer if such an obligation is provided for by regulatory enactments or there is another legal basis for further storage of data.

4.11. The user has the right to request access to their personal data, the correction, deletion or restriction of the processing of their personal data, as well as to object to the processing of personal data that is carried out on the basis of RSU's legitimate interests, and to exercise other rights of the data subject provided for in the General Data Protection Regulation, insofar as they are applicable to the specific processing of personal data.

4.12. More information about the processing of personal data by RSU, the personal data storage periods, data recipients, data subject rights and the procedure for exercising these rights is available in the RSU Privacy Policy <https://www.rsu.lv/en/rsu-privacy-policy>.

4.13. In matters related to the processing of personal data, the user may contact RSU or the RSU Data Protection Officer using the contact information provided on the RSU website.

5. FINAL PROVISIONS

5.1. The Regulations enter into force on the date of their signature.

5.2. The Club is entitled to amend or supplement the Regulations. The amendments are made public in accordance with the procedure and manner specified in Paragraph 1.4 of the Regulations not later than 14 (fourteen) calendar days before they come into force.

5.3. If any provision of the Regulations becomes invalid or does not comply with the regulatory enactments of the Republic of Latvia, it shall not affect the validity of the other provisions of the Regulations.

5.4. The Regulations constitute the entire agreement between the parties.

5.5. The parties agree not to disclose confidential information that concerns the other party and has come to their knowledge in the course of the conclusion, performance or termination of the agreement. The obligation of confidentiality shall not apply to information which must be disclosed to persons specified by regulatory enactments in cases, to the extent and in accordance with the procedure specified by law.

5.6. The parties shall comply with the generally accepted rules of force majeure.

5.7. The parties shall resolve all disputes and disagreements by mutual negotiation. If the parties fail to reach an agreement within 30 (thirty) calendar days, the parties shall resolve the dispute in accordance with the regulatory enactments in force in the Republic of Latvia.

5.8. In matters not regulated by the Regulations, the laws of the Republic of Latvia and the terms and conditions of the agreement concluded with the Client shall apply.

5.9. All questions and proposals related to the Regulations, as well as questions, complaints about violations, security risks, etc. should be addressed to the Club:

Rīga Stradiņš University Sports Club
Address: **3 Cigoriņu iela, Rīga, LV-1004**
Telephone: +371 26693129
E-mail: sports@rsu.lv

Rector

A. Pētersons

Prepared by: Z. Balode

Phone +371 67062675

THIS DOCUMENT IS ELECTRONICALLY SIGNED WITH A SECURE ELECTRONIC SIGNATURE
AND CONTAINS A TIME STAMP