



# OIST Bike-share by-laws for Visiting Program guests

2026-01-22 Adapted version for Visiting Program guests, irrelevant points have been omitted or adjusted for clarity. [Full version of the OIST Bike-share by-laws.](#)

## 1 Club objectives

- A. Give the OIST community easy access to bicycles.
- B. Reduce carbon emissions by cutting car journeys.
- C. Improve the health and well-being of the OIST community by encouraging exercise.

## 2 Membership

Guests of the Visiting Program (TSVP) may become members of the bike-share club free of charge and may reserve the bicycles owned by the Visiting Program for the full duration of their stay. Aside from that, they must follow all rules and regulations outlined in this document.

## 3 Borrowing the bicycles

After agreeing to the rules, receive the bicycle key from a member of the Visiting Program team

## 4 Using the bicycles

- A. Members must follow Japanese road rules, clearly described here: [http://www.pref.kyoto.jp/fukei/foreign/koki\\_k\\_t/jitensha/index.html](http://www.pref.kyoto.jp/fukei/foreign/koki_k_t/jitensha/index.html)
- B. **Members must check the bicycle before each usage and report any damage or issues to a member of the Visiting Program team**
- C. If the bicycle is left unattended, it must be locked.
- D. The lights must be switched on if riding the bicycle after sunset and before sunrise.
- E. **In case of damage, the user will be charged for repairs.**
- F. **In case of loss or irreparable damage, the user will be charged the current estimated cost of the bicycle.**
- G. In case of injury,
  - a. OIST Help Line: **098-966-8989** (24hrs/ 7days, English available)
  - b. Fire Engine / Ambulance: **119** (24hrs/ 7days, English available)
  - c. Police: **110** (24hrs/ 7days, English available)
  - d. OIST Health Center: **098-966-8945** (ext.28945) **9:30 AM- 5 PM weekday**
  - e. OIST Clinic: **098-982-3446** (ext.23446)
  - f. **Additional Language support: [Be. Okinawa Inbound Medical Interpreter Call Center:](#) 0570-050-235**



## 5 Returning the bicycles

On the final day of the reservation, the borrower must

- A. Return the bicycle to the original pickup location,
- B. make sure that all related items are returned (battery, charger, keys, lock, etc.)
- C. make sure the bicycle is in a condition that it can be used and has no need for maintenance
- D. return the keys and battery to the Visiting Program office (L5EF03)



## 7 Personal responsibility

- A. Any user of the the bicycles and related equipment **voluntarily assumes full responsibility for any risk of personal injury or illness**, including death, that may be sustained or any risk of loss or damage to property owned by themselves or others as a result of the use of the equipment.
- B. **They thereby acknowledge that they are solely responsible for any medical or other costs** arising out of any bodily injury, illness, or property damage sustained while using the equipment.

## 8 Officers

- A. For the Visiting Program: any member of the Visiting Program team can act as officer regarding Visiting Program guests using the bicycles and related equipment

## 11 Bike Maintenance

Users are asked to perform maintenance and small repairs during their usage time.

**Bicycle pumps** are available at the Recreation Services office, Lab 5 EF03 (Visiting Program area). Repair tools are available on request.

Please make sure to report all issues while using a bicycle. Otherwise, any issues or damage found by the next person to use the bicycle may be attributed to you.

## 12 Agreement

Agreement to the rules should be made by signature on the designated list or by email to [tsvp@oist.jp](mailto:tsvp@oist.jp) .

[Agree to OIST Bike Share Club bylaws by email](#)

Please add "Section\_Name" in the subject.