

## Camp Code of Conduct

*Our goal is to provide all residents with safe and comfortable accommodations. The following Code of Conduct has been established for the benefit of everyone staying at this facility. They will be always enforced for the comfort and safety for everyone. If you have any questions, concerns, or complaints, please address them with your supervisor or contact the Camp Manager directly.*

- Non-residents are required to check in with the Camp Office/Medic upon arrival.
- Meals and/or accommodations will be provided only to those in possession of proper identification including authorization from Marten Hills Lodge.
- Quiet must be maintained in all rooms after 10:00 pm. Excessive noise will not be tolerated at any time.
- Possession and/or trafficking of illegal substances, alcohol, drugs, or drug paraphernalia is strictly forbidden. Any person found doing so will have all camp privileges removed (meaning they will no longer be able to enter the facility for any reason).
- ***This is a DRY camp, meaning there is no consumption of alcohol or drugs within the camp whatsoever. If a resident arrives under the influence of alcohol or drugs, the individual will lose camp privileges.*** Initial: \_\_\_\_\_
- If management or site management has reason to believe that a resident is in possession of substances or materials in contravention of these rules, they will contact Slave Lake RCMP who may conduct a search of camp rooms (including containers, personal property or luggage found in those rooms) and where required, personal vehicles parked on site property. Failure by a resident to co-operate fully with the camp or site management during a search may result in having camp privileges revoked.
- Willful damage/unruly conduct/fighting/verbal or physical abuse will result on immediate action that may include removal of camp privileges.
- Theft will result in immediate and permanent removal from the camp.
- ***There is a strict Violence and Harassment Policy/Prevention Plan.*** No Residents will harass the Camp Staff and will be reported to the Camp Manager immediately. Initial: \_\_\_\_\_
- ***Cleaning staff have the right to enter and clean all rooms daily with no exceptions.*** Residents are responsible for the condition of their room. Individuals will be responsible for all damage beyond normal wear and tear. ***Any damage or exceptional messes left in rooms can result in a fine and permanent removal from camp.*** Initial: \_\_\_\_\_
- ***This camp is a non-smoking facility. Smoking is only permitted in designated areas, 10 meters or 30 feet from any entrance or exit. Anyone caught smoking/vaping in their room may be subject to a fine of up to \$250.*** Initial: \_\_\_\_\_
- ***Residents are responsible for their personal belongings, Marten Hills Lodge or Torch Industries Ltd. will not accept any liability for loss of personal belongings.*** Initial: \_\_\_\_\_
- ***The gym is for exercise and proper attire/shoes is required. The use of gym equipment is for Residents and Staff: 24 Hours open.*** Residents will keep the machines clean after use and dispose of towels and napkins in the appropriate bins. Initial: \_\_\_\_\_
- Any valuables that are left and unclaimed for more than thirty days will be donated to charity or disposed of.
- Use or storage of flammable materials including candles, in the camp is prohibited. Using flammable solvent to clean clothing is prohibited.
- Pets are not allowed in camp at any time.
- Personal ATV's, quads or other off road all-terrain vehicles may only be parked in the designated parking area.
- ***Wearing coveralls, work boots or hats in the dining facility is prohibited.*** Initial: \_\_\_\_\_
- Possession of firearms or any other weapon (except for law enforcement officials) is strictly forbidden and will result in removal of camp privileges.
- Parking is permitted only in designated parking areas. Please respect signage for reserved areas.
- All alarms will be treated as such and will be always followed by evacuation.
- ***When checking out; place key in drop box. Loss of room keys will be subject to a \$25.00 fee.*** You must have prior authorization from Camp Manager to keep your room on hold. Initial: \_\_\_\_\_