

Rules & Regulations

McKay, Calumet, & Chelsea River Lodges

Effective: February 15, 2012

This lodge is your home away from home. These rules and regulations are in place for the well being of everyone living at the lodge and will be enforced at all times. **Failure to comply with these rules and regulations may result in a camp and/or site suspension.**

1. When you check into the Lodge you are given a room inventory check list to ensure all furnishings are present and in working order. If all items are not present and in working order, please inform the housing office or you may be charged for repairs or replacement.
2. Residents are responsible for the condition of their room and will be held accountable for any damages beyond normal wear and tear. Actions taken, if damage is found, are at the sole discretion of camp management and any repair costs will be the responsibility of the registered resident.
3. **The Lodges are NON SMOKING facilities.** Smoking is only permitted in designated smoking areas and is a Canadian Natural Horizon “**Golden Rule**”. Smoking outside of a designated area will result in an indefinite site suspension; in addition, anyone found smoking in their room will incur a cleaning charge of \$250. This includes ceremonial smoking.
4. It is mandatory for all residents to utilize the kiosk or visit the housing office when departing from or returning to site.
5. Residents checking out of the lodge are required to remove all personal belongings. If any valuable item(s) are left after checking out of the lodge, a company representative will be contacted to collect the item(s). Canadian Natural Resources Ltd and ESS Poplar Point accept no responsibility for any lost, damaged or stolen items stored in a resident’s room or in the storage facilities. Please do not place any valuables in our storage areas. Luggage will not be accepted for storage unless a claim check is filled out in full. All luggage left in storage is the owner’s responsibility; unclaimed luggage will be disposed of after 90 days.
6. Check-Out Times are 7:00 am or 7:00 pm depending on your shift.
7. No male visitors are allowed in female-only dorms.
8. Quiet hours must be maintained in all rooms from 10:30 pm to 5:00 am and 11:00 am to 5:00 pm. Excessive noise will not be tolerated at any time. A resident is only permitted in another resident’s room outside of quiet hours.
9. Each bunkhouse has been equipped with washers and dryers. Machines are for street clothes only. It is prohibited to wash coveralls in the washers provided. Leaving items un-attended is the owner’s risk.
10. Each room is equipped with internet that requires an Ethernet cord. Individual routers are not allowed.
11. Washroom facilities are available in each bunk house and common areas; dorm rooms are not to be used for washroom needs. Fixtures in washrooms are to be used for their designed purpose only.

12. Cooking of any type in a resident's room is prohibited.
13. No additional heating devices are allowed in resident's rooms.
14. The following is prohibited in the dining room and lunch room: **dirty work clothes/footwear, coveralls/overalls, sleeveless shirts, ball hats/caps, outerwear, and bags/backpacks.**
15. **No abusive or offensive behaviour (verbal or physical) is tolerated against any employees of ESS, Security or any other resident.** Should you have complaints or concerns please discuss with Camp Management immediately or file a complaint with Security staff.
16. Wilful damage /unruly conduct/fighting/violence/theft will not be tolerated and will be dealt with immediate action.
17. Use and/or storage of flammable or combustible materials in the lodge are strictly prohibited. Using flammable solvents to clean clothing is prohibited.
18. Residents found to be under the influence of alcohol or behaviour altering drugs will not be permitted in the dining room, lunch room or gym and will not be allowed to participate in any recreation activities.
19. Beverages containing alcohol may only be consumed inside the lounge or in a resident's room. Last call at the Lounge is at 9:00 pm with the last drinks served at 9:15 pm. The lounge closes at 10:00 pm sharp; all beverages not consumed at that time must be left in the lounge. Hours of operation are subject to change without notice.
20. Possession of dangerous goods, firearms, weapons or any illegal substances in the lodge is strictly forbidden.
21. No person shall tamper with fire prevention or rescue equipment. Breach of this rule will result in immediate action which can include criminal charges as per articles 380 & 387 of the Criminal Code of Canada.
22. Parking is ONLY permitted in designated areas. Any vehicle parked in a "no parking" zone may be towed and a \$200 fee will be applied to retrieve the vehicle from the compound.
23. If the resident loses their room key, a replacement key will be made for a cost of \$20.00
24. Pets are not allowed anywhere in the lodge or in the surrounding parking areas as per the Horizon site rules.
25. If you have any questions, comments or concerns about the services at the lodge, please discuss them with the Housing Office. If you have a maintenance issue, please fill out a maintenance request form. If your issue is not resolved, please see the Camp Manager or a Camp Coordinator.
26. You must receive written permission from both Canadian Natural and ESS in order to conduct business in the camp facilities; this includes fundraising for charities.