



Contractor Code of Conduct 2020

Dear Trusted Contractor:

Please read this Code of Conduct (subsequently referred to as the 'Code') and review it with all members of your company who may at any point require access to Highland RV Resort (subsequently referred to as the 'Campground'). The rules in this Code must be followed to ensure our Campers and employees stay safe and that you do not engage in activities that contravene any Municipal, Provincial or Federal Government regulations and ensure that you comply with all health authority regulations. We appreciate your willingness to service our Campers, but please note that your willingness to do so does not preclude you from following the rules of this Code.

Any Contractor, regardless of circumstance who breaches this Code will be asked to leave the Campground immediately, your ability to enter the Campground in the future will be reviewed.

If you or any member of your company have a fever or flu-type symptoms, please do not come to the Campground. If you or any member of your company have tested positive for COVID-19, are a presumptive case, or have been in contact with anyone who has tested positive or is a presumptive case, you are prohibited from entering the Campground. Please remain away from the Campground until you have been cleared by your local health department and/or you have finished your self-isolation of 14 days. Proof of that clearance will be requested and must be provided before access to the Campground will be granted.

If you are returning from travel from outside of the Province of Ontario, do not plan to visit the Campground for a period of 14 days.

At this time, we will be operating under the following Code. This Code may change as the Ontario or Federal Government amends legislation.

Personal Protective Equipment (PPE):

- Upon entry to the park, PPE must be donned and include facial protection and hand protection
- PPE is not to be removed at any point, until you have exited Campground property
- If any PPE is breached (ripped, torn, damaged, etc.) during your visit, it must be immediately replaced

Social Distancing:

- During the course of your visit, all Federal, Provincial and/or Municipal social distancing regulations must be adhered to
- This may mean the trailer or area that you are servicing will require segregation (via tape or otherwise) and that your Camper customer may be required to vacate the premises during the course of your service call

Common Areas:

- All common areas of the park are prohibited from entry
- This includes washrooms, shower areas, playground, etc.
- If you are visiting the Campground to service one of these areas (at the request of Campground management) all rules noted in this Code will apply

Hygiene:

- You must wash or sanitize your hands before entering the park and at regular intervals while in the park
- Please Note: Washroom facilities at the Campground are not open and sanitization and / or PPE supplies will not be available to you
- You will be require to transact with our Campers utilising touchless payment
- If any signatures are required, you must provide our Camper with a single use pen or a properly sanitized pen

Office:

- The office is open for limited hours
- Please do not enter the office if you see another Camper or patron already inside
- Please line up outside of the office and obey all social distancing rules
- If you are with a colleague, please ask them to remain outside unless it is required that they be present
- If you are coming into the office, please wear PPE and practice social distancing

Respect of Others and Staff:

All contractors, Campers, guests and staff are responsible for respecting the dignity and rights of everyone at the park. Every person has a right to expect their time at the Campground will be without any type of discrimination or harassment. We will not tolerate, ignore, or condone discrimination or harassment and we are committed to promoting respectful conduct, tolerance and diversity at all times.

Contractor Company Name

Contractor Representative Signature