

# Berkeley Presbyterian Mission Homes

## Code of Conduct

April 4, 2024

Welcome to the BPMH! Our Mission is to provide a Space for Faith Leaders to become Global Leaders. We

In an effort to provide a safe and healthy environment for everyone at the BPMH, we ask that all residents be respectful of others and their surrounding environment at all times. As such, all residents and visitors must follow the rules below.

### **I. Communication**

All communication between the residents should be in a respectful language whether it be in writing or verbal. Every resident shall refrain from any hostile language or act intended to demean, threat or hurt another individual in written, spoken or any other form of action. Any derogatory remarks in regard, but not limited to, race, gender, physical appearance, language, or sexuality are not tolerated. Additionally, please do not touch any children on campus without their parents' consent.

### **II. Rent**

Rent shall be paid latest on the 5th of each month. When a tenant is unable to pay rent, the Executive Director is immediately to be contacted. Together they must make a plan and take action to ensure that rent is paid in full on time.

### **III. Activities and Events**

It is expected that at least one family member will attend any major event such as the kick off meeting, the graduation ceremony, Christmas gathering and town hall meetings.

### **IV. Waste Management**

Every family needs to dispose waste according to California regulations. No trash is allowed to be placed on the ground - everything needs to go into the bins. The green bins can only be filled with compostable waste which means that any food packages or containers need to be put into the blue bin or the dumpster. Do not put any waste into the bin after they have been emptied but not put back into their place because they need to be cleaned before they can be used again.

**V. Property Responsibilities**

Every tenant is called to use the living space in a manner which will allow new tenants to live in the same place without major repairs or replacements. Especially, the kitchen, kitchen appliances, bathroom and bedrooms need to be kept clean and free of mold. The Executive Director can request a walk-through in order to estimate cost for cleaning and/or repairs.

**VI. Shared Spaces**

Shared spaces such as the laundry room and the meeting/dining room in House A are to be used in such a way that others can use it afterwards, for example after using the drying machine, the filters must be cleaned. Furthermore, one family is allowed to park one vehicle on campus. A second vehicle can only be placed on campus after approval from the Executive Director for an additional fee. The BPMH campus is a 100% tobacco, vape, and marijuana free area. Smoking and illegal drugs of any kind are not allowed either outside or inside the units.

**By signing this form, you acknowledge that you have read and understand the aforementioned content and are aware that this is a binding agreement, between you and the BPMH, of adhering to policies stated in the “Code of Conduct.”**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Printed Name** \_\_\_\_\_