



LOBO RAINFOREST INTERN POLICIES & GUIDELINES



RESIDENCE LIFE &
STUDENT HOUSING



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Dear Interns,

We are so glad that you have chosen to make Lobo Rainforest your home during your internship in Albuquerque! We hope your stay with us is as comfortable and pleasant as possible. Please take the time to familiarize yourself with the information in this directory.

Should you need assistance during your stay, please feel free to contact the Rainforest Customer Assistance Front desk at 505-277-1500, or the Conference Guest Assistant (CGA) at 505-379-8587.

If something needs repairing in your apartment, call the CGA at 505-379-8587. For emergency facilities issues, first call 505-277-2606 asap. Our facilities staff will be swiftly alerted. Then follow up with the CGA and they will monitor your situation. For non-facilities issues that are not time-sensitive, please email lodging@unm.edu or call Rebecca Colón at 505-277-2660.

We hope you enjoy your stay!

Sincerely,

Rebecca Colón

Program Coordinator, RLSH

COVID-19 EXPECTATIONS

It is our goal that you have a full and rich lodging experience, but that experience will most likely be impacted by the current public health situation. Above all, our primary objective will be to strive to maintain the safest possible environment in the residence halls. Those who choose to lodge with us this year shall be held to the highest standard. Your choice to live on campus must be made with the unequivocal understanding and agreement that you will be expected to make daily choices to keep others safe and will be held accountable for decisions or actions which work against that goal.

1. Visitation is limited to Rainforest residents only. No outside visitors will be allowed above the 1st floor lobby. Please limit the number of people in your apartment to 4 - one Rainforest intern guest per resident, when both bedrooms are occupied.
2. Mask wearing: Please strictly follow all guidelines regarding mask-wearing in accordance with UNM Bring Back the Pack protocols. When directed by UNM Bring Back the Pack, wear a regulation 3-ply surgical mask (or better) at all times when in the building, except when in your apartment.
3. Abide by all guidelines as set forth in the UNM Bring Back the Pack website <https://bringbackthepack.unm.edu>, **and** in the UNM Residence Life & Student Housing COVID Expectations, <http://housing.unm.edu/spring-2021-covid-expectations.pdf>.
4. Abide by all current guidance regarding reporting symptoms, suspected exposure, or a positive test result. Please refer to the UNM website regularly to stay informed of any updated guidance. You must additionally and immediately report symptoms, suspected exposure or positive test results to the RLSH Short-term Lodging Program Coordinator at 505-269-8215. Upon the occurrence of a positive test result, interns will be expected to follow UNM isolation guidelines. Current guidelines include in-room or off-campus isolation, subject to change.
5. You must provide verification of up-to-date COVID-19 vaccination and booster status at the time of invoice and also provide verification of any updated status during your stay.

Failure to abide by these regulations is considered a serious conduct offense and can result in forfeiture of your lodging agreement.

HELPFUL HINTS

Our Staff

- Our main front desk is open from 8:00am to 8:00pm daily. We are here to help you with whatever you need. You can contact us at 505-277-1500.
- Rebecca Colón is the intern housing Program Coordinator. If you have a question, please feel free to contact her at lodging@unm.edu or 505-277-2660.

Mail Boxes

- If you purchased a mailbox, you will have been provided a mailbox key in your check-in packet. You may use it to check your box, located on the 1st floor. If you receive a package larger than your box, you will receive an email message, that will be sent to the email you indicated on your registration. Packages may be picked up during open front desk hours. Packages mailed to the Rainforest cannot be received prior to your check-in date. If you did not purchase a mailbox, you will not be able to receive any mail or packages. Any received in your name will be returned to sender.

Cleaning Your Apartment

- Please be respectful of the shared space in your apartment. Timely and consistent cleaning is a must for harmony in your apartment. Making a cleaning schedule with your apartment mate is a great way to ensure that your apartment stays clean. If you are the sole resident of your apartment, please still keep the community areas of the apartment clean as you can expect an apartment mate at any time. Dishes must be cleaned and stored daily. Do not allow dirty dishes to remain overnight.
- Help us keep our building pest-free. Please do not allow trash or recycling to build up in your apartment or overflow from trash containers. Please see the Trash and Recycling page in this directory for more information.

Amenities

- There is a washer and dryer located in your unit. Please use detergent marked with the HE symbol for high-efficiency washers.
- Parking is available in the lot located on the north side of the building. Parking permits can be purchased from UNM Parking and Transportation Services at pats.unm.edu or in person at their on-campus office. 505-277-1938

Dining and Shopping

- With a full kitchen in each apartment, cooking at home is easy. There are many restaurants located within walking distance of Lobo Rainforest , mostly along Central Avenue. Food can be delivered to the Rainforest and received by you just outside the lobby entrance. Grocery stores are within driving distance. Interns provide their own dishes and cookware.

Alcohol and Tobacco

- UNM is a non-smoking campus. Lobo Rainforest is smoke free. Those that wish to smoke can do so across the street from the building. With limitations, alcohol is allowed at the Lobo Rainforest for guests 21 years and over. Please see Expectations and Conduct in this directory.

Fire Alarms/Building Evacuation

- In the event of a building alarm, evacuate according to posted signage to the North Parking lot and maintain a distance of at least 30 feet from the building. Re-enter only at the approval of RLSH building staff.

TRASH AND RECYCLING



Trash Chute

For your convenience, there is a trash chute located on every floor of the Lobo Rainforest. The trash chute is located on the southeast corner of the floor. Please use normal size kitchen bags and make sure to secure them before depositing in the trash chute. All garbage must be bagged before utilizing the chute. All pizza boxes must be cut or folded down before being placed in the trash chute. Do not place pizza boxes or food-tainted cardboard in the recycling room. If your trash chute is locked for maintenance, there will be designated bins for trash in the recycling rooms.

Do Recycle

- * Newspapers/magazines
- * Junk Mail
- * Office paper
- * Corrugated cardboard
- * Cereal and other non-corrugated cardboard boxes
- * Milk and Juice boxes
- * Books
- * Brown paper bags
- * Paper egg cartons
- * Plastic containers, #1 through #7
- * Rigid plastic toys/containers
- * Aluminum and tin cans
- * Foil and Pie Pans
- * Pots and Pans

Do Not Recycle

- * Pizza boxes or cardboard containers with food residue
- * Glass
- * Garbage
- * Food
- * Light bulbs
- * Hazardous waste
- * Sharp metal
- * Wood or yard waste
- * Batteries
- * Medical waste/needles/ masks
- * Styrofoam
- * Plastic grocery bags without a valid recycle icon

EXPECTATIONS AND CONDUCT

Rules for Living Together

By signing a UNM lodging agreement, you agree to follow all national, state and local laws, all university regulations, which are outlined in the UNM Pathfinder, as well as all residence hall policies, which can be found in the Residence Life and Student Housing Residence Hall Handbook, available online at <http://housing.unm.edu/current-students/expectations--conduct.html>.

While the complete policies for living on campus are outlined in the Residence Hall Handbook, *some* of our basic expectations are listed below.

Noise

Hall quiet hours are from **9:00pm to 8:00am** every day. Courtesy is expected at all times. No amplified noise should be heard in the hallways, outside the apartments, or from other resident's rooms.

Cleanliness

Help us keep our building clean and pest-free. Guests are expected to maintain their living areas at a level of sanitation acceptable for a group living environment. Health and Safety Inspections will be conducted during your stay. Failed inspections can result in guidance to correct policy violations. If an apartmentmate has made living uncomfortable for you address it with them. If the situation does not improve, contact Rebecca Colón at lodging@unm.edu or 505-277-2660.

Guests & Visitation

Visitation is limited to residents of the 6th floor, with a total of 4 persons per apartment (1 guest per resident) only. Other visitors must remain in the ground floor lobby and must wear a surgical-grade mask or better.

Keys and Fob Access

If you are locked out of your room, you can check out a temporary (10 minute) key from the front desk or be let into your room by the RA on-duty (505-220-2146) if after desk hours. For safety reasons, interns must report the loss of keys immediately to Rebecca Colón at 505-277-2660. Lock change charges for lost keys are applicable and due at time of new key receipt.

Alcohol

Alcohol is allowed *only* for interns over the legal drinking age in New Mexico, which is 21 years of age. Alcohol must remain inside the apartment of the intern. If your apartmentmate is underage, you will not be able to consume alcohol in your apartment. Large volume containers are prohibited. Under-aged guests observed with alcohol will have the incident reported to their administrative contact and will be asked to meet with RLSH Management to discuss their conduct. Extreme or repetitive cases will result in eviction and forfeiture of agreement.

Tobacco and Fire Safety

Smoking and Tobacco products are prohibited at Lobo Rainforest. If you wish to smoke, you may do so across the street from the Lobo Rainforest. In addition, the following materials are considered hazardous to the health and safety of the community and are prohibited: Halogen lamps, candles, incense, flammable chemicals, gasoline and containers used for storing gasoline, charcoal, and lighter fluid.

Animals

Animals and pets are prohibited with the following exceptions: Approved ESA and Service animals. For information about the approval process, call 505-277-2660 or email lodging@unm.edu. Unapproved animals are considered a conduct violation and may result in eviction and forfeiture of agreement.

AREA RESOURCES



Grocery Stores

Lowes Neighborhood Market

701 11th St. NW, Albuquerque, NM 87102

Whole Foods

2103 Carlisle Blvd NE, Albuquerque, NM 87110

Trader Joes

2200 Uptown Loop NE, Albuquerque, NM 87110

Box Stores

Walmart

2701 Carlisle Blvd NE, Albuquerque, NM 87110

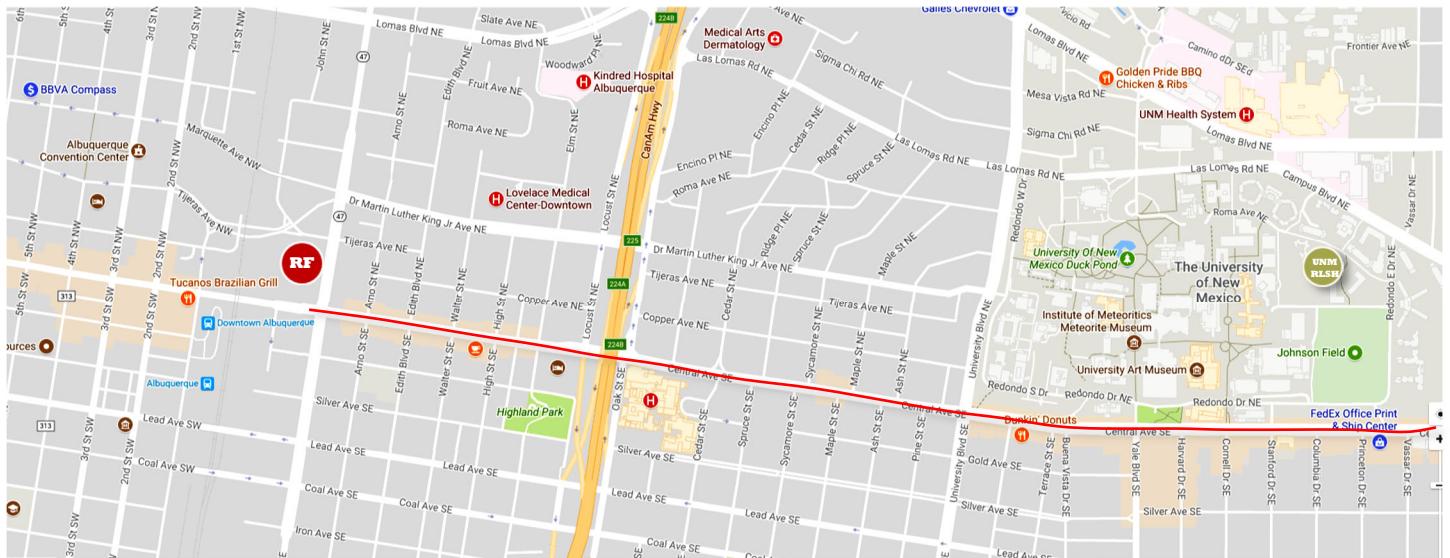
301 San Mateo Blvd NE, Albuquerque, Nm 87108

Costco

500 Eubank Blvd SE, Albuquerque, NM 87123

1420 Renaissance Blvd. NE, Albuquerque, Nm 87107

AREA MAP



Key Areas



Lobo Rainforest



UNM Residence Life and Student Housing Main Office



ABQ Ride #766 Red Line and #777 Green Line Rapid Ride and ART Bus Routes

6TH FLOOR



ABQ RIDE System Map

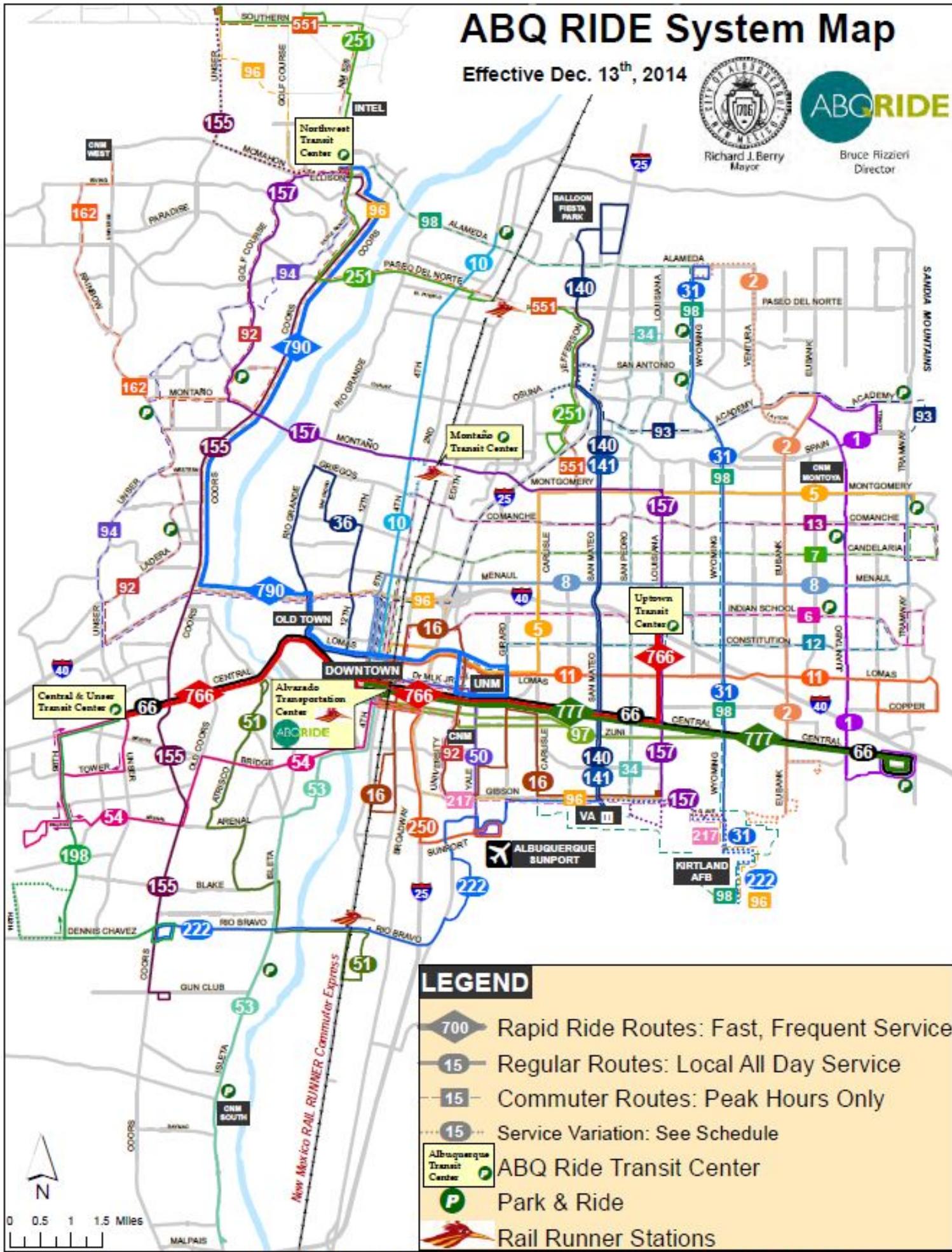
Effective Dec. 13th, 2014



The logo for ABQ RIDE, featuring the word "ABQ" in white on a teal circle followed by "RIDE" in yellow.

Richard J. Berry
Mayor

Bruce Rizzieri
Director



For more detailed information visit www.myabqride.com or call 243-7433 (243-RIDE)