



bmsc BAMFIELD MARINE SCIENCES CENTRE

This is your information manual for living and conducting research at the Bamfield Marine Sciences Centre. Please take a few moments to read it as most questions you might have about living and working at our facility will be answered here. We hope you have a very enjoyable and productive stay with us.

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Emergency Numbers:

Fire: 911 (9-911 on BMSC phone)

Medical: 250-728-3312 (Bamfield Health Centre)

BMSC First Aid Attendant Cell Phone: 250-720-1433

Director

Dr. Brad Anholt

director@bamfieldmsc.com

728-3301 ext 215

Revised May 2014



Arrival & Departure

Revised May 2014

Upon arrival there are a few things you should do:

- Inform Visitor Services, in the main office, that you have arrived and:
 - a) confirm the date of your departure
 - b) confirm your arrangements for meals
 - c) confirm your BMSC billing account number. This will give you access to the science stores, photocopy and fax machines, long distance phone services and meal services in the cafeteria.
- Inform the Research Coordinator of your arrival.

Research Coordinator
research@bamfieldmsc.com
728-3301 ext 255
Office: Lower floor Rix Centre

Visitor Services
info@bamfieldmsc.com
728-3301 ext 221
Office: Main building admin office

Wireless Security Passcode: a2d5355687

Macs & iPhones may be case-sensitive, if the passcode above does not work, try A2D5355687

When preparing to leave BMSC there are a few things to remember:

Please clean up your lab space by:

- Returning all animals to the appropriate location
- Returning all equipment to the Research Coordinator
- Cleaning any tanks used
- Ensuring all chemicals and chemical waste are labeled and removed.
- Depositing any broken glass (rinsed 3 times) in the white lab buckets.
- Charges will be applied if research services is required to clean up after you.

Check out of on-site accommodations is 10:00 am. Special arrangements for check out time can be made with Visitor Services in the main office.

Emergency Numbers

Revised May 2014

On all internal phones dial 9 to get an outside line.
Use area code 250 for local calls.

FIRE: CALL (9) 911

MEDICAL EMERGENCY DURING WORK HOURS 0830 to 1630:

BMSC Occupational Level 3 First Aid Attendant cell phone: (9) 250-720-1433.

If unable to reach the First Aid Attendant, contact BMSC switchboard from internal phone ex. 221 or from outside line 250-728-3301 ext. 221.

The switchboard operator will alert the BMSC First Aid Attendant.

For serious injuries Bamfield Health Centre , VIHA (Vancouver Island Health Authority)
(9) 250-728-3312 VHF Ch. 82a

MEDICAL EMERGENCY AFTER WORK HOURS: 1630 to 0830

In the event of any accident, injury or emergency, a BMSC staff member must always be informed and follow up must be conducted with First Aid Attendant.

Bamfield Health Centre (VIHA): Nurse on call 24 hours cell: (9) 250-735-1151,
located at 353 Bamfield road - Must call ahead.

Bamfield Coast Guard Station Medic: (9) 250-728-3322 VHF Ch. 16

BMSC First Aid Attendant: cell (9) 250-720-1433 (after hours-message only) VHF Ch. 9

POISON CONTROL: 1-800-567-8911

MAINTENANCE EMERGENCY: (SEAWATER SYSTEM, POWER OUTAGE)
during work hours, from internal phone call:

Electrician	248	or (9) 250-228-1150	or Cell 250-228-1150	Jack Radosliovich
Head Maintenance	272	or (9) 250-728-3219		Scott Martin
Maintenance	223	or (9) 250-728-3392		Ken Bass
Maintenance	223	or (9) 250-728-3363		Pat McNamara

AFTER HOURS EMERGENCY CALLS: (9) 250-731-5769

Intercom Lines

Revised May 2014

MAIN BUILDING OFFICE

Director	215
Visitor Services	221
Accounting Assistant	211
Business Manager	212

LIBRARY

Info & Communications	213
Lobby	214

UPPER TEACHING LEVEL

Hall	234
Instructor/TA Office	230

LOWER TEACHING LEVEL

UP Coordinator	216
IT Computers	228
Palmer Lab	218
Instructor/TA Office	241

AQUARIUM LEVEL

Science Stores	219
Hall Phone	235

WHALE LAB/McMILLAN BUILDING

Public Ed Coordinator	226
Public Ed Outer Office	273
Whale Lab	270
First Aid Attendant	226

RIX CENTRE

Animal Care Coordinator	275
Research Coordinator	255
Upper Lecture Hall	227
Grad Student Office	229

MAINTENANCE SHOP

Head of Maintenance	272
Electrician	248
Maintenance	223

CAFETERIA

Kitchen	239
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BMSC FAX NUMBER 250-728-3452

WIRELESS CODE A2D5355687

For local Bamfield calls: Dial '9' then the number.
Long distance: 9-1-area code-the number, you will hear a tone - dial your 5 digit code.

FORESHORE ECOPHYSIOLOGY BLDG.

Fish Physiology	260
General Lab	261
Molecular Lab	262

BOATS BUILDING

1st Skipper	224
2nd Skipper	266
Diving & Safety Officer	222
Office #2	365
Office #3	267
Office #4	264

DIVE SHED

	237
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PEARL LAB

	251
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COTC

	258
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FURNACE BUILDING

	236
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FLUID DYNAMICS LAB

Left Office	359
Right Office	360
Middle Office	265
Centre Office	361

DIRECTOR'S RESIDENCE

	240
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CHIMO

	250
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BUCHANAN LODGE

Second Floor Foyer	274
Housekeeping	254

PAY PHONES

BMSC Lobby	728-9379
Cafeteria	728-9370
Seaside Dorms	728-9396
Dive Shed	728-9305

Safety

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Medical Emergency

- Bamfield Health Centre (east side) is staffed by a Registered Nurse
- phone (9) 250-728-3312.
- For other emergency phone numbers see page 3

EpiPens (intended for secondary dose administration to diagnosed EpiPen carriers) are located inside first aid kits. Rooms and first aid kits equipped with EpiPens are marked with a sticker. Locations are as follows:

- Outside Visitor Services – Top Floor Main Building *Accessible 24 hrs*
- First Aid room – ground floor of Rix Building *Accessible 24 hrs*
- Dive Shed *Accessible 24 hrs*
- Dining Hall Kitchen
- Whale Lab - Interior Office
- Dive and Safety Officer's Level 3 first aid kit - office on 2nd floor of boat shed
- BMSC boat - MV Alta
- BMSC boat - Barkley Star

In all cases of EpiPen administration, a doctor must be notified.

Prescriptions

The closest pharmacy is located in Port Alberni. Some pharmacies will deliver prescriptions to the Francis Barkley (operating hours: Tues, Thurs and Sat's) for delivery:

Safeway Pharmacy: 250-723-6204 Shoppers Drug Mart: 250-723-6641

First Aid Boxes

First aid kits are available on every floor of every building on the station (with the exception of cabins).

They are routinely checked and replenished. All first aid incidents must be reported to a BMSC first aid attendant.

Fire

- Pull the nearest fire alarm and call 9-911. Fire alarms are not linked to fire dept. Tell BMSC staff.
- Use an extinguisher if the fire is small.
- Evacuate the building, closing all doors and windows if it is safe to do so.
- Assemble in the traffic circle in front of the main building.

Earthquake

- Take shelter under a table, desk or against an inside wall until the shaking stops.
- Prepare for aftershocks.
- Assemble in the traffic circle (Evacuation site A) in front of the main building. If site A is unsafe assemble at the tennis courts located next to visitors parking (Evacuation site B)
- If you are in the field, contact BMSC by radio (VHF Ch 9).

Tsunami

- In the event of a tsunami, the Bamfield Community alarm will sound continuously (different from the fire alarm which is not continuous).
- All researchers on station must leave the building and meet at the traffic circle.
- If you are in the field, make for high ground and contact BMSC by radio (VHF Ch 09).
- If you are in a boat, head for deep water and contact BMSC by radio (VHF Ch 09).

For on-site safety concerns please contact:

Diving & Safety Officer

diving@bamfieldmsc.com

728-3301 ext 222

Emergency Cell Phone: 250-720-1433

Main Office

Revised May 2014

The office is open Monday through Friday, excluding statutory holidays.

Visitor Services will assign you an account number and set up your phone, fax, and photocopier codes. All fees can be paid to using cash, debit, credit card or cheque.

For more office information contact:

Visitor Services
info@bamfieldmsc.com
728-3301 ext 221

Business Manager
controller@bamfieldmsc.com
728-3301 ext 212

Fees

Scientific service rates are structured for members and non-members. Researchers with a position at a member university of WCUMSS are considered members. For a detailed list of researcher fees including lab space, boats, specialty equipment, and more see: www.bms.bc.ca/research/fees.

All fees are paid to Visitor Services in the main office.

Mail/Phone/Fax

Mail

Mail arrives Tuesday, Thursday, and Saturday on the Frances Barkley. It will be sorted and placed into communal boxes outside the main office by 5:00 pm (mail arriving Saturday mail is sorted on Monday by 11am). Postage for letters and small parcels may be purchased from Visitor Services. The Bamfield post office is located in West Bamfield, next door to the General Store.

Mail can be addressed to: Researcher name, C/O BMSC
 100 Pachena Road
 Bamfield, BC V0R 1B0

Telephones

Free local calls: can be made from any of the black phones around station, dial 9 for outside line.
Long distance: dial 9 - area code - 7 digit number. Enter your 5-digit account code when prompted.

Pay phones locations: Main Bldg. lobby
 Cafeteria
 Seaside Dorm
 Dive Shed

Fax

BMSC fax number is 250-728-3452.
Your 5-digit account code also works for the fax and photocopier.

Animal Care/Collection

Revised May 2014

BMSC is committed to the humane and ethical care and use of animals. BMSC adheres to the principle that, in order for animal use to be justifiable in scientific research and teaching, the research must have a reasonable expectation of providing a benefit to the health and welfare of humans or animals, or of advancing knowledge.

To ensure that this commitment is carried out, BMSC has established an animal care committee (ACC) to facilitate research that complies with the Canadian Council of Animal Care Guidelines and Policies and with the Russell-Burch tenet of, "reduction, replacement and refinement". Members of the ACC do regular Sciences Centre walk throughs to ensure that all animals are cared for properly and appropriate tank labels and documentation is in place. Having ACC on site ensures and provides help to researchers.

DETAILS: www.bms.bc.ca/research/animalcare/indexresearch.html

REQUIRED PERMITS: - *must be approved before any collection or research begins* and generally require ~ 30 days to process.

AUP - www.bms.bc.ca/research/animalcare/indexresearch.html

Researchers are responsible for obtaining their own scientific collection permits through Fisheries and Oceans Canada and HFN.

DFO - www.pac.dfo-mpo.gc.ca/fm-gp/licence-permis/sci/index-eng.htm

HFN - <http://www.bms.bc.ca/research.html>

LABEL YOUR AQUARIA: All sea tables and aquaria which house animals must be labeled with a yellow AUP card. If your experiment is of a sensitive nature and you do not wish the experiment to be disturbed, please fill out the Self-Check Animal Use Card as well as the yellow tank card.

COLLECTION RECORDS: All animal collections must be entered into the collection record database on the BMSC website (<http://biodiv.bms.bc.ca>).

Animal Care Coordinator
acc@bamfieldmsc.com
from June - August 250-728-3301 ext 275
and from Sept. - May 250-586-4541

Research Equipment



Revised May 2014

See the BMSC research equipment database for a list of communal equipment that is available for research use:

<http://www.bms.bc.ca/research/equipment/equipment.html>

ALL EQUIPMENT MUST BE SIGNED OUT, AND SIGNED BACK IN UPON RETURN

Research Coordinator
research@bamfieldmsc.com
728-3301 ext 255

Chemicals



With the exception of ethanol, the research department no longer stockpiles research chemicals.

Researchers are therefore responsible for the transport of research chemicals to and from BMSC.

Research chemicals and waste left at BMSC will be disposed of and charged to researchers.

Researchers are strongly encouraged to order their research chemicals in enough time to arrive before the researcher. The research coordinator is able to order chemicals for researchers during their visit at BMSC, but this process usually takes 7-10 days.

BMSC adheres to all CCAC, WHMIS, CNSC, and WorkSafe BC standards.

The research coordinator must be advised of all chemicals on site, and an MSDS must be available.

Research Coordinator
research@bamfieldmsc.com
728-3301 ext 255

Seawater System



Revised May 2014

Seawater

BMSC has an open seawater system. Sea water is pumped from ~ 20 meters deep in the inlet. The two intake lines are well below the thermocline and have a very coarse mesh to ensure fish and other larger animals don't get brought up the lines.

Three pumps move the water to two 45,000 litre fibreglass header tanks located behind the cafeteria building. Each pump can move 1500 - 1800 litres of water per minute for about 2 million litres of water a day. The header tanks each have two degassing columns with 2m² of bioballs. Water leaves the header tanks via gravity flow system. The finest filter for the system is 1/8 inch. Researchers requiring cleaner water should add an extra filter to hoses in their respective tanks.

Freshwater

Fresh dechlorinated domestic water is available on the Main Building aquarium level, upper teaching lab, Rix Centre, fluid dynamics lab, and on the foreshore. There is a 120,000 litre header tank that can supply 9,000-14,000 litres per day. Fresh water costs BMSC \$2 per 1000 litres.

Air

Most tanks around the Sciences Centre have air access.

Science Stores

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BMSC operates a small scientific stores carrying glassware, standard laboratory supplies and stationary for the convenience of station users. Researchers are asked to give advance notice if they require large quantities or specialized items.

Supplies in these stores can be purchased with cash, credit or debit by contacting Stores.

Supplies can also be purchased on your BMSC account, once it has been set it up with Visitor Services. Fill out a purchase card with your account number and list which items you took.

BMSC Stores (located bottom floor of the main building)
Daily access hours M-F 8:30 - 4:30 (May to September).

stores@bamfieldmsc.com
728-3301 ext 219

After hours special request please see UP Coordinator (ext. 216. university@bamfieldmsc.com).

Souvenir Store

BMSC also has a gift shop located in the Whale Lab that sells BMSC signature T shirts, hoodies, hats, mugs and water bottles. Guide books, post cards and other souvenirs are also available.

Store hours vary.

From September to May store hours are usually 1:00 pm –1:30pm, Monday-Friday.

From June to August, store hours by request.

July and August after public tours on Sunday, Wednesday and Friday, approximately 1:00-2:30 pm.

Public Education
public.ed@bamfieldmsc.com
728-3301 ext 226

Computers

Revised May 2014

BMSC's computer lab has a new fleet of 14 PCs thanks mostly to the Department of Biological Sciences at the University of Alberta. The lab is located on the first floor down in the Main Bldg.

BMSC has a number of applications available in Windows 7 operating system. A full list is available from the BMSC website: <http://www.bms.bc.ca/computing/complab.html>

Saving Files

You can save your files on USB, CDR, CDRW, DVDR or DVDRW.

Printing

For help with your computer please see the IT System Administrator.

IT System Administrator
admin@bamfieldmsc.com
728-3301 ext 228

HOW TO LOG IN:

COMPUTER LAB

login: bmsuser
pswd: pass2bms.

Warning: Never save files on the local hard-drives of lab computers because they will be deleted at random.

To prevent loss of your personal files, it is best to save them to a removable USB flash drive. Save early, save often, especially during a storm.

On the lab computers, you can print from any application. The printer in the computer lab is the only one to be used by students. You may also convert documents to PDF format using the built-in PDF printer.

When the lab is busy, and many people are trying to print, the printer will sometimes have a long delay before it can process a job. Clicking the print button, or the OK button on the print applet 20 times will not make it print any sooner. If your print job stalls, please cancel the print job on the computer before walking away or resetting the printer.

Most modern cameras and phones capture multi-megapixel images. Such high resolutions are impractical and unnecessary in printed documents. To reduce the file size and improve print speed, you should properly SCALE any photos or images using a photo-editing program, rather than merely resizing them while working in Word. Win7 has an application named XnView on the lab PC's that allows you to easily scale a large batch of images.

Colour Printing: see UP Coordinator (ext. 216. university@bamfieldmsc.com).

Network

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HOW TO LOG IN:

CONNECT YOUR LAPTOP:

There are network ports located throughout BMSC, but most are inactive. If you need to physically connect your computer to the BMSC network, please contact IT; otherwise just follow the wireless access guide.

You may have to configure your computer so that it will obtain an IP address automatically. Users will have to refer to the their owner's manual or Help Files to determine how these settings are accessed.

Apple computers have encountered problems with accessing some of our WiFi points (listed on back of brochure). In the event that your Mac can see a wireless station, but has connection problems, you may have to purge all the memorized connections from the Airport control panel.

Further tips and instructions can be found on the BMSC wiki site:

<http://moodle.bamfieldmsc.com>

Public > Public Wiki > Computer Services for more information.

WIRELESS ACCESS:

Older laptops may experience some difficulty, as we moved to WPA2 encryption.

There is wireless access in all of the areas below:

- Main building (Library, Computer lab, Upper & Lower Labs)
- RIX Centre
- Cafeteria
- Fluid Dynamics Lab
- Eco-Physiology Lab
- COTC
- Boat Shed
- All Cabins
- Buchanan Lodge
- Seaside Lodge

Wireless Security Passcode: a2d5355687

Macs & iPhones may be case-sensitive, if the passcode above does not work, try A2D5355687

Wireless services are inherently insecure, and BMSC assumes no responsibility for any harm or loss incurred by the use of this service.

Where security is an issue, IT can assist you to connect with an Ethernet cable.

IT System Administrator
admin@bamfieldmsc.com
728-3301 ext 228

Boats

Revised May 2014

Persons using boats must be familiar with BMSC Boating Policy:
<http://www.bms.bc.ca/resources/pdf/BMSCBoatPolicy2010.pdf>

BMSC has a variety of boats available for researcher use:

- Two skiffs can accommodate 12 people plus driver (SVOP certified), and are suitable for diving.
- The Raider can accommodate 6 people plus driver (SVOP certified) and is suitable for diving.
- Four 14' Copes (aluminum boats) each with a maximum of 4 people (PCOC required for driver)
- One 16' Cope which has a maximum capacity of 6 people (PCOC required for driver).
- The Barkley Star and MV Alta, each must be skippered by BMSC staff and are available for diving and dredging respectively.
- Two rowboats are available for use for non-research activities. Check with Foreshore staff for appropriate West Bamfield docks to use. Sign rowboats out via rowboat sign out sheet located in sign out station at the dive shed. Rowboats may not be taken out of the inlet or at night (from dusk till dawn).

Everyone driving any BMSC boats must have a Pleasure Craft Operator's Card

(with the exception of the rowboats) and must be checked out by foreshore staff.

See www.theoperatorcard.ca for an online test.

Boat Signout

- Boats are available for research and teaching use only, and must be signed out using sailplans located at sign-out station at Dive shed.
- Boats may be reserved in advance. Boats not taken out within 30 minutes of reservation time are then available first come first serve.
- If boats are not back at the dock within 30 minutes of the return time indicated on the signout sheet, a search and rescue will be initiated by BMSC with the Canadian Coast Guard.

Boating Safety:

- Wearing of life jackets is mandatory at all times while in BMSC boats
- Life jackets can be found in heated cupboards adjacent to the sign-out station.
- Ensure proper safety equipment is in the boat (Safety kit, Whistle, VHF radio, 2 oars, Marine chart)
- Ensure sufficient supplies of gas (gas can be found in the caged fuel shed).
- Failure to comply with these rules will result in revoking of boat privileges.

Red Sign. When weather and sea conditions are potentially dangerous, the red/green sign located in the sign-out station will be posted red side out "Hazardous Conditions exist. Boat Use Outside Harbour Requires Special Permission" indicating that permission must be asked from the foreshore personnel.

Safety Kits: It is necessary to have a safety kit in each boat while in use.

- The two skiffs and the raider have permanent safety kits,
- The kits for the Copes are found in the dive shed.
- Researchers using personal boats must be outfitted with their own appropriate safety equipment.
- Small safety kits are available to purchase through Science Stores.

After Hours Check In: Use of BMSC boats outside of normal working hours (M-F, 08:30-16:30) requires permission from foreshore staff and an after hours check in person that is familiar with BMSC boating policy to ensure your safe return.

Foreshore Staff:

skipper@bamfieldmssc.com

728-3301 ext 224

skipper2@bamfieldmssc.com

728-3301 ext 266

diving@bamfieldmssc.com

728-3301 ext 222

Scientific Diving

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Bamfield Marine Sciences Centre is geographically placed to provide excellent opportunities for pelagic and subtidal research.

All individuals wishing to undertake scientific diving must notify the Diving Officer, well in advance of the proposed commencement of diving activities. Potential divers must provide proof of certification, a current dive medical and a logbook prior to training or diving at BMSC.

All diving activities at the Bamfield Marine Sciences Centre are undertaken on a voluntary basis. BMSC diving activities are primarily governed by the CAUS (Canadian Association for Underwater Science), the Standard of Practice for Scientific Diving (as exempted by the Canadian Standards Agency, CSA Standards Z275.2 and Z275.4) and additionally the WCB Occupational Health and Safety Regulation, Part 24: Diving.

WCUMSS SCUBA Diving Policy

<http://www.bms.bc.ca/resources/BMSC%20Scientific%20Diving%20Safety09.pdf>

BMSC Snorkel Policy:

<http://www.bms.bc.ca/facilities/diving/SnorkelPolicy%20%28ver2005-1%29.pdf>

It is the responsibility of every user, wishing to SCUBA dive, to be familiar with this policy.

Diving activities and training at the BMSC are for research or academic purposes. Sport diving through BMSC is not permitted.

Divers are trained and/or evaluated in accordance with CAUS Standards to meet the criteria for Scientific Diver qualification. Individuals are categorized as to their BMSC scientific diving status:

- CAUS Scientific Diver- In- Training (initial classification prior to scientific diver certification)
- CAUS Scientific Diver 1
- CAUS Scientific Diver 2
- Other-at the discretion of the Diving Officer this allows for the recognition of reciprocal/ equivalent scientific diving status and under stipulations imposed by the BMSC Diving Officer the granting of temporary/ visiting diver status in certain circumstances.

Divers are required to respect imposed graduated depth restrictions- 40ft/12m; 60ft/18m; 80ft/24m; 100ft/30m; 120ft/36m; 130ft/40m. Other.

Diving and Safety Officer:

diving@bamfieldmsc.com

728-3301 ext 222

www.bms.bc.ca/research/diving/

Library



Revised May 2014

The Devonian Library is open for use 24 hours a day and is wifi connected.

Our collection currently includes over 4,600 marine, coastal and life sciences books which may be signed out. We also have over 18,000 reprints, all of which can be read in the library.

A number of references such as student reports, BMSC publications, maps, charts, aerial photographs and historical archives are also available for use in the library.

The library website www.bms.bc.ca/library has detailed information on:

- how to search the library catalogue
- how to request inter-library loans
- journal holdings
- BMSC student reports

For researchers without access to journals online through their home universities, contact the Librarian.

Librarian:
library@bamfieldmsc.com
728-3301 ext 213

Cafeteria

Revised May 2014

Centrally located on campus, the cafeteria offers a varied menu of healthy, delicious foods. Lunch and dinner meals include all-you-can-eat salad bar and dessert. Special diets and most food allergies can be accommodated with advance notice. The dining hall seats 150 people per meal.

Meal Times

Breakfast: 7:30 AM - 8:00 AM
Lunch: 12:30 PM - 1:00 PM
Dinner: 6:00 PM - 6:30PM

Meals are served for the first 30 minutes.

Throughout the summer months, a brunch is served on Sunday at 10:00 AM.

Coffee breaks are Monday to Friday at 10:00 am and 3:00 pm. Complimentary coffee, tea, and hot chocolate are provided.

Meal Prices

****ALL MEALS MUST BE SIGNED FOR****

Any food left out (such as 'seconds', desserts, fruit) is for paying clients only.

Breakfast: \$9.50
Brunch: \$12.00
Lunch: \$10.50
Dinner: \$17.00
Soup: \$2.75
Salad Bar: \$3.75

Other Information

- For occasional use of the cafeteria, please inform the staff by 10am to ensure preparation of enough food. There is a sign up sheet posted in the cafeteria lobby.
- Meal tickets are to be deposited in the box at each meal. You will receive an invoice from main office.
- In some circumstances if you know you will be late for a meal due to field work etc, inform the kitchen and they may be able to put food aside for you.
- Bag lunches need to be requested with 48 hours advance notice.
- Overnight trips requiring meals need to be requested with 48 hours advance notice.

For food service inquiries or to arrange a special meal request, please contact:

Kitchen:
728-3301 ext 239
chef@bamfieldmsc.com

Housekeeping

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Housekeeping: We do our best work, so you can do yours!

Cabins are cleaned once a week usually Tuesday/Wednesday. More frequent cleaning can be negotiated with housekeeping staff.

Offices are cleaned approximately every other day. Contact housekeeping to make alternate arrangements if necessary.

Please ask housekeeping for any supplies you may need including: extra garbage bags, tea towels, cookware etc.

Checkout is at 10 am unless special arrangements are made with Visitor Services.

You may leave messages for housekeeping with Visitor Services in the main office or leave a note in the housekeeping mailbox.

Head of Housekeeping
housekeeping@bamfieldmsc.com
728-3301 ext 254

Laundry

Laundry facilities are available for people living on station. There are coin-operated washers and dryers in the cafeteria building and in the Buchanan Lodge. Change for these machines is available from Visitor Services in the main office. Laundry soap can be purchased at local general stores.

Garbage & Recycling

Recycling and garbage are usually removed on Friday. Extra garbage may be taken to the container in front of cabin 3.

Please CLEAN and sort your recycling and place it in the appropriate containers to be picked up by housekeeping staff. Cleaning is necessary in order to avoid attracting bears, raccons and rats.

Tin cans should be washed and the paper removed. Plastic milk jugs must be rinsed and flattened. Recycling includes cardboard, paper, and most other materials including pop and liquor bottles.

GLASS: Place all unbroken glass in regular garbage bag.
Place broken glass in special glass disposal buckets under the kitchen sink in all cabins.
Broken glass may also be disposed of in a special marked container outside, at the back of the dining **hall**.

Groceries

Revised May 2014

Groceries can be purchased from the two general stores in Bamfield. Each carries a small range of convenience items including dairy, frozen, produce, confectionery, and toiletries. Both are authorized BC Liquor outlets.

Bamfield General Store
West Bamfield on the boardwalk
Access by boat. 728-3351

Tides and Trails Market
East Bamfield by the 4 way stop
728-2000

Groceries can also be purchased from either Quality Foods or Safeway in Port Alberni, which will be delivered to Bamfield via the Francis Barkley. There is a grocery picking fee of about \$10 plus HST and a shipping charge of about \$10 an order. Specify at which government dock (east or west) you will be picking up your groceries. BMSC is on the east side.

Quality Foods, Port Alberni
Phone: 250-723-3397.
Shop online www.qualityfoods.com

Minimum order of \$30 before taxes etc.

Safeway Market
Phone – 250-723-6212
Fax – 250-723-1026

Orders should be placed by fax prior to 9am Tuesday. Phone orders are received between 9-11am Tuesday.

Smoking/Alcohol

Please respect others around the centre. BC Provincial Law mandates that a 3 metre smoke-free buffer zone exist around all doors and opening windows.

There is no smoking in the cabins or in any other BMSC Building.

Alcohol consumption is allowed in the cabins and in your room. Alcohol consumption is not allowed on the BMSC grounds.

From May to December, BMSC students, researchers and staff gather at the Director's residence for Happy Hour, Friday's from 5-6pm. Supply your own beverage.

Sustainability

Revised May 2014

BMSC is working towards becoming a green facility. There are a number of ways in which you can help.

- Turn out lights when you leave a room. This includes your cabin, lab space, and any other room you see unoccupied. The Rix Centre lights are notoriously left on.
- Turn down the heat in the cabins. In cabins 3-6, the thermostats are in the lower apartment.
- Choose phosphate-free and bleach-free laundry soap.
- Conserve paper; print double-sided.
- Minimize the seawater flow. Only have the seawater flowing as much is necessary for the animals you are housing.
- Clean all recycleables, and do not contaminate recycleables with non-recyclable materials.

Power Outage

Occasionally, severe storms may lead to power outages in Bamfield. The centre is equipped with back up generators that automatically start when the power goes out, which allow for normal functioning of the station and ensure that seawater continues to circulate. However, because we are such a large facility, not all rooms and equipment are hooked up to the generator. Heating and washers and dryers will not work during power outages and some offices may not have any power. Please be patient during these times. Power outages are stressful for everyone.

During power outages, please reduce water flow to animals and reduce power consumption to reduce stress on generators. Unplug all sensitive equipment to protect it from power surges on restart.

Animals on Station

Pets

BMSC has a "no pet" policy while living on station. Pets are not permitted in any BMSC building, except Chimo. Dogs must be on a leash at all times when on BMSC property.

Be Bear and Cougar Aware

As we are located in a remote area, there are bears, cougars and other wild animals in the area.

All dumpsters are fitted with bear proof locks.

Here are a few things you can do to decrease the chance of finding a bear or raccoon in your bed!

- Close all doors at night. This applies to all buildings
- Dispose of your garbage in appropriate places. Do not leave garbage on porches or outside as it attracts bears, cougars, raccoons, and birds

Any persons intentionally feeding bears or raccoons will be asked to leave BMSC.

Public Education

Revised May 2014

The award winning Public Education program is one of the three branches of BMSC. Public Education runs programs for school, adult and university groups introducing thousands of individuals to marine science.

Public Education Department
www.bms.bc.ca/pubed/
public-ed@bamfieldmssc.com
728-3301 ext 226

Public Tours

Public tours of the Marine Sciences Centre are scheduled June to August.

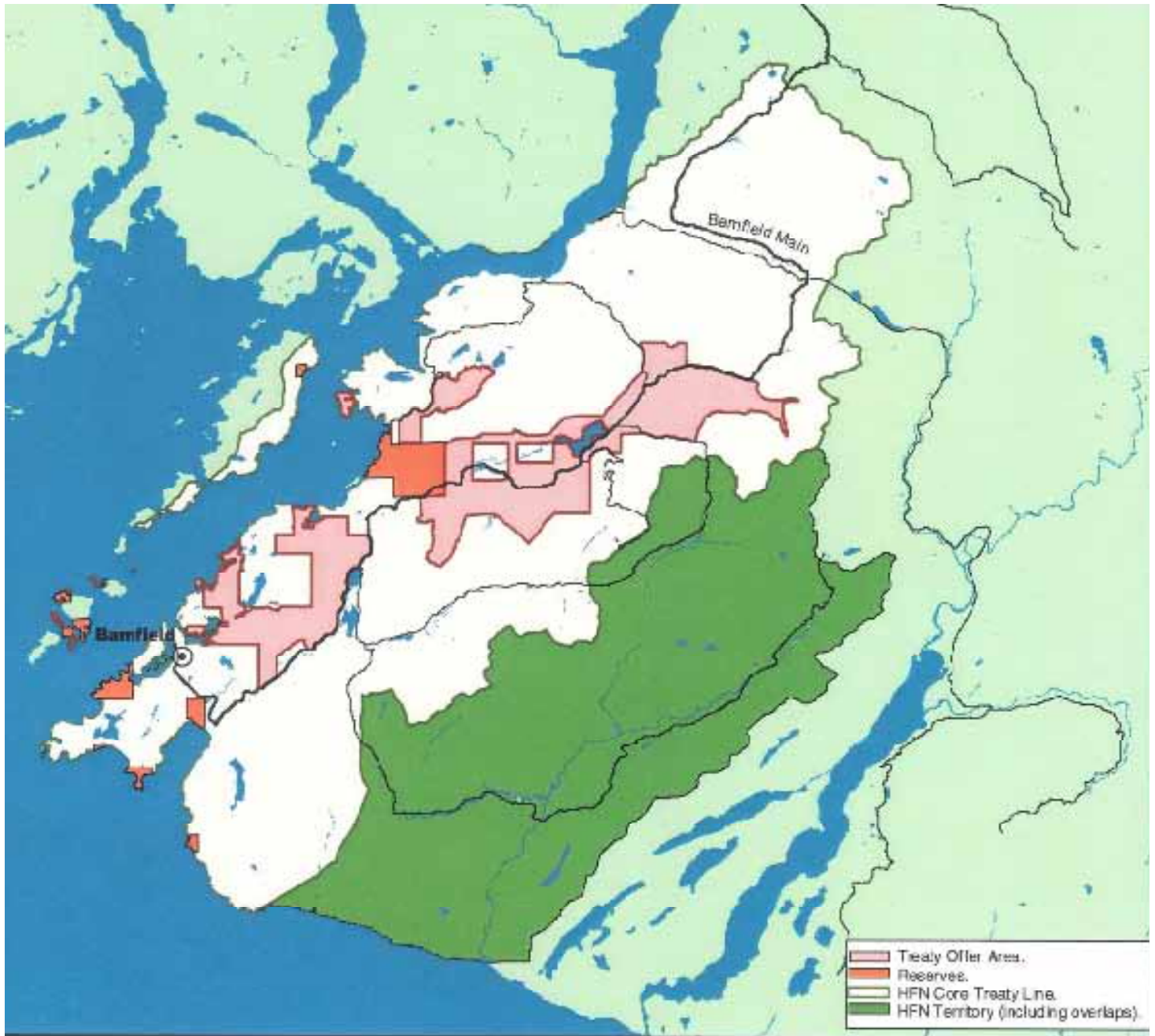
Tours end in the Whale Lab with an opportunity for souvenir purchases and/or a donation to the Bamfield Boat.

For day and times, see www.bms.bc.ca/information/tours.html

Huu-ay-aht

Revised May 2014

BMSC occupies land in the traditional territory of the Huu-ay-aht First Nations (HFN). To maintain our good relations with the First Nations People, please do not visit or work on reserve lands without proper permits.



Areas in pink and dark red are First Nations Reserve Territory and require special access/collection permits from the Huu-ay-aht Natural Resources Office. Contact Rita Johnson by phone 250.723.0100 ext 231. Fax 250.723.4646. Map adapted from HFN website.

