

# Lodging Guidelines

Please read the following before filling out the worksheet on the next page.

## Dorm Facilities

It is likely a first-year or short-term resident will have up to 3-4 roommates and share a common bathroom. Dorms have a strict 24/7 quiet hour policy to support participants who operate on different work/sleep schedules. Each dorm has a common area lounge for socializing. Participants must be respectful of others sleeping nearby at any time of day or night. All dorms are government facilities and the *USAP Housing Policy* should be adhered to at all times. Failure to do so is a violation of the *USAP Polar Code of Conduct*.

## Confidential Process for Lodging Participants

ASC is committed to providing safe living arrangements while deployed at McMurdo, South Pole, and Palmer Stations. Participants who have accommodation requests are expected to notify Lodging as soon as possible and in advance of their arrival to their respective stations by accurately filling out the *Lodging Request Worksheet* and/or by contacting Lodging at [MCM-Lodging@usap.gov](mailto:MCM-Lodging@usap.gov) or [DEN-GSC-Lodging-Supervisor@usap.gov](mailto:DEN-GSC-Lodging-Supervisor@usap.gov). Requests will be handled confidentially. **Requests are not guaranteed** and any requests made after deployment will be handled as appropriate spaces become available and on a case-by-case basis.

## What Happens if Your Requested Roommate/s Does Not Deploy or Leaves

### Mid-Season?

If your requested roommate does not deploy or leaves mid-season, you may request another roommate and Lodging will accommodate as ability and lodging criteria allows. If another roommate is not specifically requested, Lodging will assign another roommate based on the specifications of your onboarding paperwork.

## Questions or Lodging Concerns

Lodging questions or concerns can be emailed to [MCM-Lodging@usap.gov](mailto:MCM-Lodging@usap.gov) or [DEN-GSC-Lodging-Supervisor@usap.gov](mailto:DEN-GSC-Lodging-Supervisor@usap.gov). Lodging will handle each question discreetly and will not ask for more information than is required to meet the participant's lodging needs.



# Antarctica Lodging Request Worksheet

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

Station:  McMurdo  South Pole  Palmer  Vessel

If you have a specific roommate request, such as living with a friend or partner, you must specify on this worksheet. Placement priority is offered to participants who specify requests on Lodging Forms in advance of deployment. Lodging requests are evaluated but **not guaranteed**. Requests made after participant has deployed will be handled as space is available, on a case-by-case basis.

*Placement in dorms is determined using a Lodging points system that takes into account prior time on Ice in the previous 5 years and projected duration of deployment.*

Sex:

Male  Female

Roommate Request Name(s): \_\_\_\_\_

Suitemate Request Name(s): \_\_\_\_\_

Do you snore?  Yes  No

Are you a smoker?  Yes  No

*(Note: Smoking/vaping is prohibited in dorm rooms. Smoking/vaping is permitted in designated outside areas only.)*

**Lodging at all stations is assigned.**

Palmer Station Room or Building Request:  GWR  BIO

Notes / Comments:

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ASC Travel

7400 S. Tucson Way

Centennial, CO 80112

Travel phone: 800-688-8606 x33202 or 303-790-8606 x33202, fax: 303-705-0742

Lodging email: MCM-Lodging@usap.gov



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