

Code of Conduct

*The VILLA CARPE DIEM shall be a place of productivity and creativity.
But a perfect mind-set also includes fun and groove, right?
After all, we are not a monastery, we are a place for co-living and co-working!!!*

This code of conduct is intended to help us find a good balance and take into account the interests and needs of all housemates.

Our goal: *to live and work together in a relaxed and conflict-free way - as a team!*

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Respect your housemates

We all have different habits and rituals to organise our working day and free time - and that is a good thing.

The limits of your freedom are where your behaviour restricts the freedom of your housemates.

That is why we achieve the greatest possible degree of freedom for everyone together with respect, consideration and common sense.

Rest periods!?

We are neither an allotment garden association nor a retirement home. We decline prescribed rest periods - after all, there are no fixed working hours as well, right?

While one person is already at his best in the early morning, the other only reaches his daily goal after midnight.

So avoid noise at all times. Music tastes are different; your favourite music may be perceived as noise by your housemates. Just put on headphones and no one will be disturbed.

And please refrain from making a big entrance when you come home late at night or very early in the morning.

Red means stop!

Sometimes we just need to be alone. Whether to concentrate on work or to relax. That's why every resident receives a red door tag. This way you can signal to your housemates that a visit is not appropriate at the moment.

All residents should respect this signal!

Shared office - oasis of calm?

It's nice to work together in a shared office, because you can exchange ideas as a team. However, if a team member needs some quiet time to concentrate, you can certainly find another place in the complex to have a lively chat.

Celebrate - know how!

Feel free having a party once in the housing complex, as long as it doesn't disturb anyone of your housemates.

Clear announcement: In this case, there is no democratic majority decision; a single dissenting vote is enough and the celebration must take place somewhere else. There is really no lack of opportunities in this respect in Maspalomas.

If you are planning a party in the complex, then probably no one will oppose it if you ask in good time and everyone can adjust to it with their work schedules.

At least that's the way we do when organizing a team-building-event that occasionally takes place at VILLA CARPE DIEM's.

Friends and strangers

Of course, you can also bring friends with you. This code of conduct applies to them just as it does to all other housemates.

Always remember: In this house we work first and foremost, we take vacation outside the gate. **The shared office is a no-go zone for your visitors!**

Communicate openly and in good time with the other housemates if you are expecting visitors. Part of our security concept is that every resident should know at all times who is allowed to be in the apartment complex.

Speaking of security

Our big advantage in terms of security: we are a small, manageable team. Everyone knows everyone else. Should you ever meet someone in the complex you don't know, you should offensively clarify the reasons for this person's stay.

In case of doubt, you should also be loud and noisy to draw attention to the situation.

Don't hesitate to ask for support from the team. Do not ignore if something seems strange to you.

Your attention is an important part of our security concept!

Make sure that the entrance gate is always properly closed after you leave or enter the property.

Report immediately to Sandra or Guido if you have lost your key and/or chip.

Do not tell anyone the door code. Also keep the Wi-Fi-key as a secret.

Lock your workplace when you take a break. No one should be interested in what you are working on -no chance for social engineering!

Open-minded and tolerant

With us, everyone is allowed to be who they want to be. We don't care where you come from, what religion you are having, what gender you have or like to have, what language you speak, how old you are and, and, and.....

Diversity is what makes life interesting, that's our conviction.

The spirit at VILLA CARPE DIEM's is therefore characterised by openness and tolerance.

With one exception: we are very intolerant of discrimination, exclusion, intrigues and bullying!

Creative chaos

While one person needs creative chaos, the other feels comfortable when everything is in order.

A compromise is needed: You can be creatively chaotic within your apartment and at your workplace. But please keep your chaos to a minimum in common area.

What is not acceptable at all: Litter, rotten food and bad smells, as well as smoking in closed rooms.

Pets welcome

Also animals are loving VILLA CARPE DIEM and vice versa. A cat lives in the garden, and pigeons like to make themselves comfortable in trees and on balcony railings.

Unfortunately, we have to set certain limits to the love of animals so that we can continue working and living here in a relaxed manner:

Neither cat(s) nor pigeons are fed here. Because what is eaten here must also go out again here!

The cat is not allowed in the flats under any circumstances. She likes to "mark" furniture. The smell remains forever - the only solution is to dispose of the furniture at great expense. That's not in your interest, we suppose.

And keep in mind that your successors in the flat may be allergic to animal hair.

Talking is helpful

We maintain a communicative relationship with each other. Problems and annoyances shall be addressed directly, face-to-face and not behind someone's back.

We are having a Whatsapp-group for smooth communication, in which all members of the team can be found as long as they live and work in VILLA CARPE DIEM.

Anyone who does not want to be included in this group is asked to communicate this in the spirit of this code of conduct.

This code-of-conduct is part of your tenancy agreement and is accepted by you when you sign the contract.