

# Volunteer Code of Conduct and Agreement Form

Thank you for choosing to volunteer with our organization. This Volunteer Code of Conduct outlines the standard of behavior expected from all volunteers. Please read this document carefully, complete the information fields below, and print the form to sign and return it.

## 1. Code of Conduct

- **Respect and Inclusion:** Treat all staff, clients, visitors, and fellow volunteers with respect, dignity, and courtesy. Discrimination, harassment, or bullying of any kind will not be tolerated.
- **Confidentiality:** Respect and maintain the confidentiality of all sensitive information regarding the organization, its clients, staff, and other volunteers.
- **Safety and Environment:** Follow all safety guidelines, report hazards immediately, and maintain a safe environment for everyone. Under no circumstances should volunteers perform tasks under the influence of alcohol or illegal drugs.
- **Reliability and Commitment:** Arrive on time for scheduled shifts. If you are unable to attend, notify the volunteer coordinator as soon as possible.
- **Representation:** Act as a positive representative of the organization. Do not make public statements or speak to the media on behalf of the organization without prior authorization.

## 2. Volunteer Agreement

By filling out and signing this form, I acknowledge that I have read, understood, and agree to abide by the Volunteer Code of Conduct. I understand that failure to comply with these guidelines may result in the termination of my volunteer relationship with the organization.

## 3. Volunteer Information and Sign-Off

Please fill in the text fields below. Since this form is for printing, you may fill these details out before printing or write them in by hand afterward.

Volunteer Full Name:

Email Address:

Phone Number:

Emergency Contact Name:

Emergency Contact Phone Number:

Volunteer Signature (or typed name if signing electronically):

Date: