## **New Volunteer Registration Form**

Name:		Date:	
Email:			
I would like my email ad	Ided to your mailing list	to receive monthly news a	nd updates: Y or N
Birthday :/	/(mm/dd/yyyy) G	ender: Occupation: _	
Address:	<u></u>		
	S	treet	
City	e : 221	State	Zip
Phone: Home	Work	Cell	
Emergency Contact	Name	Relationship	Phone
Dietary Restrictions/All	ergies:		
Physical Restrictions:			
Please tell us about any match you with a volun	y special skills, training iteer opportunity:	, or interests you may have	that will help us better
		A80	



## Volunteer Background Check Authorization

A background check is required for prospective volunteers who will be working with SPS Habitat's partner families. Please complete the following Disclosure Statement and attached Washington State Patrol Request for Criminal History Information.

Name: ्	 	 	 		Date		
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- 1. Are you presently charged with, but not convicted of, a crime? (Exclude civil infractions, such as minor traffic citations.) If yes, include an explanation of the nature of the charge, place, date, and court.
- 2. Have you ever been convicted of a crime? (The term "convicted" means all adverse dispositions, including a finding of guilty, a plea of guilty or nolo contendere, an Alford plea, a stipulation to the facts, a deferred or suspended sentence, or a deferred prosecution. Exclude civil infractions, such as minor traffic citations.) If yes, include an explanation of the nature of the crime, place, date, and court.
- 3. Have you ever been (a) found by a court in a protection proceeding under Chapter 74,34 to have abused or financially exploited vulnerable adult or (b) convicted of any of the following crimes where the victim was a vulnerable adult: (Vulnerable adult means adult as defined by Chapter 74.34 and adults of any age who lack the functional, mental, or physical ability to care for themselves.) If yes, explain below.
  - · First, second, or third degree extortion
  - Forgery
  - First second or third degree theft
  - · Any of the foregoing crimes as they may have been renamed
  - First or second degree robbery
- 4. Have you ever been convicted of any crime involving the manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance? If yes, explain below.
- 5. Have you ever been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor? If yes, explain below.
- 6. Have you ever been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor, or to have physically abused any minor? If yes, explain below.

- 7. Have you ever been found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person, or to have abused or financially exploited any vulnerable adult? "Disciplinary board final decision" means (a) any final decision issued by the director of the Department of Licensing for real estate brokers and salespersons and (b) any final decision issued by a disciplinary authority under Chapter 18.130 RCW or the secretary of the Department of Health for the following businesses or professions: chiropractic, dentistry, dental hygiene, naturopathy, message, midwifery, osteopathic medicine and surgery, physical therapy, physicians, practical nursing, registered nursing, and psychology. If yes, explain below.
- 8. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification, or other regulatory body (teacher certification or otherwise) or by your current or any previous employer? If you answer yes, you must provide the name, address and telephone number of the employer or licensing body and statement of the accusation against you. If yes, explain below.
- 9. Have you ever been a party to, or are you currently a party in, or do you anticipate becoming a party in, litigation? If yes, explain below.
- 11. Have you ever been named by an aggrieved employee as someone responsible for the action grieved? If yes, explain below.
- 12. Are you presently charged with, but not convicted of, any of the crimes or offenses described in questions described above?

An inquiry may be made to the Washington State Patrol, a Federal, or other Law enforcement agency to verify your responses to the above inquiries. A copy of any response received pursuant to such inquiry will be made available to you upon request.

I give South Puget Sound Habitat for Humanity permission to run a State Patrol Request for Criminal History, and I certify under penalty of perjury under the laws of the State of Washington that the information provided is true and correct.

Signature:	



## Volunteer Safety Agreement

Here at South Puget Sound Habitat for Humanity, the safety of our volunteers is our first priority. These rules and procedures apply regardless of whether you are volunteering in the Stores, on the construction site, at an event, or in the office.

- 1. You must follow all safety instructions given by staff or volunteer leaders.
- 2. Wear appropriate work clothing. For Store and construction volunteers, this means:
  - a. Long pants
  - **b.** T-shirts or long sleeve shirts (no tank-tops)
  - c. Sturdy footwear at all times (no sandals or open-toed shoes)
- 3. Wear all appropriate safety gear, including:
  - a. Gloves when handling sharp or rough materials
  - b. Hard hats when someone is working above you
  - c. Safety goggles when using power tools
  - d. Hearing protection when using power tools
- 4. The use of cellphones and headphones while working is not permitted.
- 5. Keep your work area clean and free of clutter. Clean up trash and debris daily.
- 6. Think before you perform a task. Always focus on the task you're doing.
- 7. If you are uncertain how to use a certain tool or complete a certain job, ask a supervisor.
- 8. Walk; do not run, when carrying tools or materials.
- 9. Keep an eye on what you're carrying as you move and turn so as not to hit anyone.
- 10. Use safe lifting practices: bend your knees, keep your back straight, and use a partner.
- 11. Make sure you can locate all fire extinguishers and first aid kits.
- 12. Inspect all hand tools, power tools, ladders, scaffolding before each use.
- 13. Report any damaged tools or equipment as soon as possible.
- 14. Clean and return all tools to their designated storage location after each use.
- 15. If you see an unsafe act or condition, report it to a supervisor immediately.
- 16. Any injuries, however minor, must be reported to a supervisor immediately.
- 17. Use extreme caution when working around or near vehicles or forklifts.

I have read these rules and I understand that I will be expected to follow them at all times while volunteering for South Puget Sound Habitat for Humanity. I understand that failure to comply with these rules, or with any safety instructions from a staff member, will result in my being asked to leave.

Signature:	Date
Printed Name:	
Printeu Name.	· · · · · · · · · · · · · · · · · · ·



## Assumption of Risk Agreement and Waiver of Liability

To be read and signed by all persons intending to do volunteer work for any of South Puget Sound Habitat for Humanity projects including home construction and Sound Builders Restore.

Building construction is a dangerous occupation. Even many professionals are injured. Worker's Compensation rates for paid construction workers are among the highest. As a volunteer, you are not covered by Worker's Compensation Insurance. During your volunteer activities with any of South Puget Sound Habitat for Humanity (SPSHfH) projects, if serious injury should occur that requires emergency medical assistance, you are required to report the incident to your health insurance provider first. Acordia Insurance, Habitat for Humanity International's insurance program, will cover any excess medical expenses above and beyond your own coverage benefits. Acordia will serve as your primary coverage in the event that you do not have health/medical coverage of your own.

I acknowledge that I or my dependant(s) have voluntarily applied to participate with SPSHfH or any of its projects without pay as a volunteer.

I or my dependent(s) understand that construction is a hazardous activity. I am voluntarily participating in various activities related to the construction and demolition industry. These activities include, but are not limited to, the handling of power tools, climbing ladders, the construction of displays and merchandise, loading and unloading of materials, painting and other related activities, with the knowledge that medical facilities may not be available in the event of illness or injury to myself. This release is intended to be broad in its effect. I hereby agree to accept any and all risk of injury, illness or death and verify this statement by placing my signature below.

As consideration for being permitted to participate in these activities and have access to tools and facilitates, I hereby agree that I, any heirs, guardians and legal representatives will not make a claim against the property of SPSHfH for injury, illness or damage resulting from negligent, intentional or other acts. I hereby release SPSHfH from all actions, claims, or demands that I or my representatives now have or may hereafter have for injury, death or damage resulting from my participation in said activities.

I hereby grant and convey unto SPSHfH all right, title and interest in any and all photographic images and video or audio records made by SPSHfH during volunteer activities with SPSHfH, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

I understand that SPSHfH staff, volunteers, board of directors or Habitat for Humanity International, cannot be liable for any injuries or illness that I may suffer. I expressly waive any such claim for compensation or liability beyond what may be offered freely by the representative of SPSHfH in the event of such injury or medical expense.

I or my dependent(s) have carefully read this assumption of risk and fully understand its contents. I am aware that this is a release of liability and a legal contract between SPSHfH and me and that affects my legal rights. I am signing this document of my own free will.

I have read and I agree to follow South Puget Sound Habitat for Humanity's Volunteer Rules and Procedures.

PERSON VOLUNTEERING: Print Name:		
FOR MINORS: I give permission for my depended Print Name:	•	ound Habitat for Humanity worksite.
		Date:
CONTACT PERSON IN CASI	E OF EMERGENCY:	
CONTACT I ERBON IN CASI		