

## **Volunteer Responsibilities Agreement**

I, \_\_\_\_\_, hereby acknowledge and agree to abide by the following responsibilities as a participant in the **Club Cruz Rosa**:

### **1. Attendance Policy:**

I understand and agree to this program's attendance policy:

- a. In order to receive the CSLhrs for this program, students are required to attend the following activities:
  - i. Induction Meeting: **Wednesday, Oct 9th 4PM - 6PM (Cruz Rosa Hostel)**
- b. A volunteer that is absent to **2** activities will receive HALF CREDIT (**6** CSLhrs).
- c. A volunteer that is absent to **3** activities will receive NO CREDIT (0 CSLhrs).

### **2. Travel to and from the Site:**

I understand that I am responsible for arranging transportation to the service site and ensuring a safe return home after the activity.

### **3. Respectful Behavior:**

I will treat both my peers and beneficiaries with respect, kindness, and empathy at all times.

### **4. Privacy and Confidentiality:**

I understand that I am prohibited from taking pictures of beneficiaries without their explicit consent and must respect their privacy and confidentiality.

### **5. Punctuality:**

I agree to report to the designated meeting point at least 10 minutes before the activity starts, ready to participate and engage with the project leader.

### **6. Communication of Absences:**

In the event of an absence, I will notify the project leader or program coordinator within a maximum of 48 hours to allow for proper planning and coordination.

### **7. Preparation:**

I agree to participate in any required additional meeting(s) in order to be prepared and adequately equipped for the activity.

### **8. Cleanup:**

I agree to assist in cleaning up the service site before leaving, ensuring that the area is left in a clean and orderly condition.

### **9. Paperwork Submission:**

I will submit any required paperwork or documentation on time, as instructed by the project leader.

### **10. Adherence to School Policies:**

I understand that I am expected to follow all school disciplinary policies and guidelines during my participation in community service activities.

**11. Adherence to NGO Policies:**

I agree to adhere to the following policies or guidelines set forth by the non-profit organization (NGO):

- a. **Volunteers should wear a white or pink shirt.**
- b. **Volunteers MUST be respectful towards all the Cruz Rosa patients.**
- c. **Volunteers must pay a 300 pesos fee**

**12. Participation in Fundraising Activities:**

I understand that I will be required to participate in CCE's fundraising activities to support the operation of all programs.

**13. CSLhrs and Attendance Issues:**

I acknowledge that I am responsible for reporting any discrepancies or issues related to my CSLhrs or attendance to the project leader or program coordinator for resolution within that school year.

I understand that failure to comply with any of these responsibilities and/or this agreement may result in my removal from the volunteer program and event, and I will not receive any service hours for my participation.

By signing below, I confirm that I have read and understand the responsibilities above and agree to comply with them throughout my participation in the community service program.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_