**Volunteer acknowledgement, disclaimer, indemnity, and attendance record.**

I have attended the pre-start delivered by the Council Officer, and I agree to the following:

Volunteering is a mutual arrangement and as such any agreement to undertake activities on behalf of the ***Cairns Regional Council*** are done so only with the consent of the volunteer. Notwithstanding the above either party may terminate the arrangement at any time by notification to the other party.

I grant and convey to Cairns Regional Council all right, title, and interests in any and all photographs, images, video, or audio recordings of me or my likeness or voice made by Cairns Regional Council in connection with my providing volunteer services.

I understand I will not be protected from liability for criminal actions (offences by a person against the state) while volunteering. This includes traffic infringements as well as more serious crimes.

No payment will be made for any volunteer activity undertaken. The undertaking of volunteer activity does not create any right or expectation of future paid work.

An Officer of the ***Cairns Regional Council*** is appointed to direct and supervise the activities of volunteers and you are expected to undertake all reasonable requests and directions given in order to perform tasks and activities as directed in the pre-start.

If you are unable to undertake or complete any assigned task or activity, or where you are unsure of how tasks are to be performed, you are to seek clarification from the Council Officer.

You are expected to be courteous at all times to staff, the public and other volunteers.

You will be advised of appropriate dress requirements for the tasks you will undertake and be expected to dress appropriately, including wearing closed in shoes.

Under the Work Health and Safety Act 2011 you must follow reasonable direction given by the ***Cairns Regional Council***, its agent or representative in regard to safety practices and procedures. Under the Act you are also expected to take reasonable responsibility for your own health and safety as well as the health and safety of others.

Any plant, property or equipment that is provided for use during your placement is only to be used to undertake tasks assigned to you and remains the property of the ***Cairns Regional Council*** at all times.

The ***Cairns Regional Council*** will indemnify you for any damage to plant, property or equipment used by yourself in undertaking assigned tasks, other than where you wilfully or deliberately cause that damage.

While undertaking tasks under the direction of the ***Cairns Regional Council***, its agent or representative you will be indemnified by the ***Cairns Regional Council’s*** Public Liability Insurance for any injury or damage caused by your actions, other than where you wilfully or deliberately cause that injury or damage.

While under the ***Cairns Regional Council’s*** direction you will be covered by a limited accident insurance cover, subject to the terms of the policy. (Details of the policy are available upon request.)

Should you suffer any injury you must notify the Council Officer immediately. Should you become aware of an injury to another party or of damage to property you must notify your Council Officer.

In the event of illness or injury, the ***Cairns Regional Council*** will take all reasonable steps to notify the Council Officer on this form as soon as possible.

In the event of illness or injury, while on the placement, authorise the ***Cairns Regional Council***, its agent or representative to arrange whatever medical treatment is appropriate and arrange transport to a suitable facility for that treatment. I understand that any costs incurred will be my responsibility other than where the costs have arisen directly from my involvement in the volunteer program

**I hereby acknowledge that I have read and understood the above rights and responsibilities and agree to abide by these provisions.**

Date:

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| Name | Phone number | Address | Emergency contact name and number | Signature |
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