



Volunteer Application Form

Address: 1/20 Lucky Lane, Billinudgel, NSW, 2483
ABN 59 432 265 160 Registered Charity No CFN 1740



Name Date of Birth

Address

Phone (home & mobile)

Email

Do you have any allergies, medical conditions or special needs we need to know about?

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Do you have other skills or services you could offer PFL (fundraising, foster care, administration, social networking, PR)?

.....

Emergency Contact - name, relationship, contact number(s)

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VOLUNTEER CODE OF CONDUCT

In my capacity as a volunteer for Pets For Life, I agree that:

1. I will act with honesty, integrity and good faith.
2. I will act with care and diligence in regard to any responsibility I have for cats in the care of PFL, as prescribed by shelter directions, notices, procedures & training.
3. I will comply with all relevant PFL policies & procedures, including those applicable to PFL under Australian Law.
4. If I have concerns about the conduct of staff or other volunteers, or any matter relating to the health, safety or wellbeing of volunteers, members of the public or cats at PFL, I will report this to a Management Committee member.
5. I will not gain financially, or in any other material ways, from volunteering at Pets For Life, other than by way of courtesies such as the volunteer discount on Cat Protection merchandise, or authorised volunteer work schemes.
6. I will not place PFL under any obligation, financial or otherwise, to any other organisation or person.
7. I will not act in a manner that could damage or undermine the reputation of PFL, Management Committee or volunteers, or undermine PFL's feline welfare objectives.
8. I will disclose to the relevant Management Committee member any conflict of interest, real or perceived, that may arise in the course of my duties.
9. I will not seek gifts in connection with my duties.
10. I will treat all stakeholders with courtesy and respect.
11. I will not engage in any argument or act discourtesy when representing PFL publicly.
12. I will keep confidential information confidential and abide by PFL's privacy policies.
13. I will fulfill my duties in accordance with PFL's vision, mission and values.
14. I will not attend any PFL activity under the influence of alcohol or any illegal drug.
15. I will not provide false or misleading information to a request for information that is made for official purposes in connection with PFL.

By signing this I agree with and understand the Code of Conduct above

Name

Signed

Date

- This code of conduct is designed to reinforce the PFL's need for the adoption of ethical behavior by all volunteers. Where it is established that a volunteer has intentionally breached the Code of Conduct or related policies, they may be subject to disciplinary action, up to and including termination of their voluntary position.
- Volunteers are entitled to be treated with courtesy and respect, and to a safe workplace. PFL volunteers are covered by suitable insurance during their duties (between the ages of 16 and 70). Questions regarding operating procedures may be directed to any relevant Management Committee member at any time for clarification.