

INDEMNITY FORMS FOR VOLUNTEERS

NAME: _____

Address: _____

Contact No: (H): _____

(W): _____

(Cell): _____

Email: _____

ID number: _____

Date of birth: _____

Emergency Contact: _____

Contact no: _____

- I hereby absolve 4PAWS of any liability or injury, which may occur, during my volunteer work.
- I hereby agree to follow the Rules & Regulations of the Organization at all times.

Signed: _____

Date: _____

Signature of Parent/Guardian (If under 18 years of age):

Date: _____

Signed by Shelter Manager: _____

Date: _____

4PAWS CODE OF CONDUCT

As a volunteer with 4Paws you agree to:

1. Abide by the Mission and Ethos of 4Paws. This mission being that 4Paws is a Pro-life, non-profit organization whose core aim is to rescue, rehabilitate, re-unite and re-home lost, abandoned, abused and neglected dogs and cats.
2. Handle all 4Paws animals in a gentle, respectful & compassionate manner.
3. Represent 4Paws in a positive way in both verbal and physical actions, especially while representing the organization.
4. Not discuss confidential issues or information of 4Paws with anyone outside the organization.
5. Not take illegal drugs or consume alcohol while working/on the premises, or be under the influence of drug or alcohol while at work or volunteering.
6. If any conflicts arise between staff, public and/or volunteers, it must be reported to the shelter manager.
7. Any feedback must please be reported to the shelter manager.
8. Follow all instructions given by a 4Paws staff member or shelter manager.
9. Treat with respect and courtesy and not harass or abuse (in any form) 4Paws animals, staff, visitors, members or other volunteers.
10. Not discriminate against staff, other volunteers and members of 4Paws. Grounds for discrimination can include race, religion, gender, disability, political beliefs, sexual preference, or any other way that is unlawful.
11. Provide services to the best of your ability, and carry out all work ethically and responsibly.
12. Report all accidents, injuries, fire or other unusual incidents immediately to the shelter manager or chairwoman after occurrence or discovery.
13. Not misuse 4Paws property, premises, or name for personal use and avoid engaging in any conduct that is or could be perceived as to be a conflict of interest.
14. Adhere to all accounting procedures set out by 4Paws.
15. Volunteers should dress appropriately.
16. No property of any type, or any animal is to be taken away from the premises without prior permission from the shelter manager or the chairwoman.

Failure to abide by this Code of Conduct may result in the deeming of you as 'unsuitable' to volunteer with 4Paws.

This Code of Conduct is designed to protect all our volunteers, staff, members, the general public, and the Society. Should you have any queries or concerns, please feel free to contact the 4Paws shelter manager.

As most complaints and grievances can be resolved by discussion with the 4Paws shelter manager, the first stage in dealing with most problems is to have a meeting with them and talk about it. Dealing with problems in this way can often lead to a quick resolution, as the 4Paws shelter manager may be able to resolve the matter directly in consultation with the chairwoman.

The staff and the animals greatly appreciate the time and talents you are donating to us. Thank you for choosing to volunteer at 4Paws.

Signed at: _____ on this date: _____

Volunteer Signature: _____

Shelter Manager Signature: _____

Training and Handling Protocol for 4Paws volunteers, staff members and consultants

To ensure the emotional and physical wellbeing of dogs sheltered and cared for at 4Paws, all handling and training carried out by volunteers, staff members and consultants will consist of humane and force free methods based on the principles of positive reinforcement.

Practically this means that all volunteers, staff members and consultants will commit to the following when handling and training the dogs:

1. No choke chains or slip collars will be used.
2. Collars and leashes will be used only as a means of secure, but gentle restraint during training and walking and will not be used to 'correct' behavior by means of yanking, 'popping' or jerking the lead or by intentionally lifting the dog off the ground (hanging).
3. Dogs will at no time be physically forced to lie down or roll over and will not be pinned or held to the ground.
4. At no time will any dogs be smacked (whether with a hand or other object, including lead), kicked, 'scruffed', shaken, kneed in the chest or have its toes deliberately trod on. At no time will any cats be smacked (Whether with a hand or other object), kicked, scruffed and shaken.
5. No aversive tools, such as shake cans and spray bottles, will be used.
6. At no time will harsh vocal corrections such as shouting, yelling, growling or any other startling or intimidating noises are to be used.
7. Volunteers, staff members and consultants will at all times seek to reward appropriate behavior and ignore or humanely manage inappropriate behavior.

I hereby understand and agree to abide by the above regulations.

I understand that failing to do so may result in me being prevented from continuing to interact with the Dogs and Cats at 4Paws.

Signed at: _____ on this date: _____

Volunteer Signature: _____

Shelter Manager Signature: _____