

## **VOLUNTEER AGREEMENT**

This agreement is drafted in accordance with the Treasury Board Policy on Volunteers and Policy on Risk Management.

I, \_\_\_\_\_, of the \_\_\_\_\_ of \_\_\_\_\_, in the Province of \_\_\_\_\_, agree to the following terms and conditions required to be a volunteer.

### **DEFINITIONS**

**Volunteer:** A person who provides services directly to or on behalf of the DND, CF or leagues without compensation or any other thing of value in lieu of compensation in support of activities defined as cadet duty. All volunteers will be registered and screened in accordance with the national registration and screening policy. Members of the CF who volunteer with a squadron are required to comply with CATO 23-07.

**Cadet Duty:** Cadet duties include participation in, or attendance at an authorized cadet activity or period of instruction. Those activities outlined in CATO 23-07. In general (but unofficial) terms, once a cadet arrives at the local headquarters/training location (whichever occurs first), he/she is then on cadet duty.

**Security Screening:** Means the systematic method agreed upon by DND and the Leagues, to confirm that a person can be expected to be reliable and trustworthy to participate in activities in support of cadet duty.

### **DESCRIPTION OF VOLUNTEER ACTIVITY**

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# TERMS AND CONDITIONS

## General

- I will, at all times, act honestly and without malice and within the scope of the volunteer activities described herein;
- I will, at all times, exercise due caution and take reasonable care of any Crown property entrusted to me;
- I confirm that I am fully qualified to execute the volunteer activities described herein;
- I acknowledge and agree that this is not an employment agreement
- I agree to be supervised by a military officer or civilian instructor of the cadet unit for which I am volunteering;
- I confirm that I am participating freely and of my own accord in the activities of the cadet unit without compensation or any other thing of value in lieu of compensation.
- I agree that while volunteering I will abide by the terms and conditions set out in CATO 23-07 and the terms described herein.
- I will display or have in my possession my League-issued ID Card when participating in cadet activities.

## Insurance

- I acknowledge and agree that I will be required to provide confirmation of insurance (where applicable) when using my personal property in the course of my volunteer activities with the cadet unit.

## Security Screening and disclosure of information

- I acknowledge and agree that prior to being able to volunteer during the course of activities defined as cadet duty I must have applied as a volunteer and successfully complete a security screening;
- I hereby consent to the exchange of information between DND and the applicable Leagues regarding my status as a volunteer;
- I hereby consent to the applicable League providing my name to DND as a person having successfully completed the security screening;
- I hereby agree that I will immediately advise DND, after the signing of this agreement, if I am charged with an offense.

Volunteer: \_\_\_\_\_

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

Card Number / Expiry Date: \_\_\_\_\_

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

Commanding Officer: \_\_\_\_\_

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

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