



Rules & Safety / Boundaries Agreement

Volunteers should conduct themselves in a professional manner exercising prudent judgment, diligence in the performance of their duties, and agree to the following boundaries:

1. I will not give out any unnecessary personal information about myself (including last name, address, phone number, email address, place of employment, etc.).
2. I will not disclose any information I learn while at the Pantry N More, including the identity of community members. I will not take photos without permission or share stories with the media unless arranged by Pantry N More and with full permission of the individuals involved.
3. I will not accept or offer gifts (including loaning money or offering a ride).
4. I will not go into an isolated area of the Pantry N More building or property by myself or with a Pantry N More client. I will make sure there is always another volunteer or a staff member present.
5. I will refrain from meeting with clients outside of a designated Pantry N More service location.
6. I will not enter into a dating, sexual, or otherwise inappropriate relationship with a Pantry N More client.
7. I will be very cautious regarding physical touch with Pantry N More clients and will not engage in any kind of touch (hugging, arm around the shoulder, etc.) unless I've ensured that both parties are comfortable with this.
8. I will not get involved if there is a crisis situation at Pantry N More, but will alert staff and step back to a safe distance.
10. I will refer guests to Pantry N More staff if they ask me something that I am unsure how to answer. If I am ever in a situation where I do not feel comfortable, I will seek the assistance of a Pantry N More staff member immediately.
11. I understand that Pantry N More is not responsible for any personal belongings, and I will leave all my valuables at home or, if necessary, in my vehicle.
12. I understand that I am expected to arrive on time and stay for the full length of my shift, as the rest of the team is relying on my participation. If I can't make my shift for whatever reason, I understand that I am expected to email or phone the volunteer coordinator or department supervisor with as much notice as possible. I understand that volunteers that miss two shifts without notice will be removed from the volunteer pool.
13. I will sign in at the beginning of each shift at Pantry N More. I am aware that Pantry N More tracks volunteer hours for statistical purposes.
14. I will not use derogatory or profane language in Pantry N More at any time

Name

Signature

Date