



Volunteer Service Agreement

As a volunteer with a State of Oregon agency, you need to understand the scope of your volunteer duties, your responsibilities, the expectations of service, and the extent to which you are covered by State of Oregon insurance for liability and personal injury/illness.

Please retain this copy for your records.

First and last name of volunteer:

Robert Samuel White

Volunteer type:

Park Host

Park Host ID Number:

40423

Email:

rsw@rswfire.com

Assigned Volunteer Tasks

Volunteer duties vary by location and assignment. A volunteer assignment description will be provided for each volunteer assignment. Volunteers will speak to their supervisor in advance if there are any limitations and/or concerns about carrying out the tasks as described.

Check here if you agree with these terms and conditions:

I agree.

OPRD's Welcoming Statement

Oregon Parks and Recreation Department (OPRD) is proud to care for Oregon's extraordinary landscapes and rich cultural history. The department serves its visitors and all Oregonians through its properties and programs, and recognizes that the state's resilience and beauty are strengthened by its diverse population. Oregon State Parks are public spaces where all are welcome. We value and serve everyone, and we are committed to providing safe and equitable access to state parks and agency programs. The department will not tolerate racism, harassment, discrimination or

intimidation in any form.

I agree to uphold and abide by this welcoming statement while volunteering with OPRD.

Tort Liability

You will be protected from civil liability for injuries or damage to the person or property of others, subject to the following general conditions:

1. You are working on a state agency task assigned by an authorized agency supervisor;
2. You limit your actions to the duties assigned; and
3. You perform your assigned tasks in good faith, and do not act in a manner that is reckless or with the intent to unlawfully inflict harm to others.

The conditions and limits of this protection are as stated in the Oregon Tort Claims Act, ORS 30.260-300, and Oregon Department of Administrative Services Risk Management Division Policy Manual, 125-7-202.

Check here if you agree with these terms and conditions:

I agree.

Vehicle Use

OPRD volunteers may be required to drive a state vehicle, personal vehicle, or utility vehicle as part of their volunteer service. Volunteers must receive permission from their volunteer supervisor in advance to drive a vehicle. During volunteer service:

- Vehicles are to be used exclusively for trips directly related to volunteer assignment tasks and not for personal purposes.
- Volunteers are required to comply with and operate vehicles in accordance of Oregon traffic laws.
- Vehicle passengers may only be other state employees, or other volunteers when it's related to service being actively performed. Children under the age of 18, even when volunteering, are not permitted to ride in state vehicles; see an OPRD manager regarding exceptions.
- Alcohol, illegal drugs, contraband, and firearms are prohibited from being transported in a state vehicle. Smoking in vehicles is also prohibited.

Volunteers whose manager has given them explicit permission to drive a personal vehicle as part of volunteer service, are required to complete the Private Vehicle Authorization form and receive advanced permission to request travel reimbursement.

- If you use a personally owned vehicle in the course of your duties, you are required to have automobile liability insurance to provide your primary coverage for any accidents involving that vehicle. State provided auto liability coverage will apply on a limited basis only after your primary coverage limits have been used.

Driving accidents and violations that take place outside of volunteer service may affect a volunteer's driving record, and impact their ability to drive vehicles as an authorized driver. If a volunteer is involved in an accident, received a moving violation, or has their driving license revoked or it expires, it is their responsibility to immediately inform their volunteer supervisor.

Check here if you agree with these terms and conditions:

I agree.

Code of Conduct and Service Expectations

Volunteers with Oregon Parks and Recreation Department agree to uphold the following terms, as relevant to their volunteer assignment.

OPRD's standards of ethical conduct include, but are not limited to:

1. Obey all laws of the United States, state and local jurisdiction in which you are volunteering.
2. Obey all state park rules.
3. Provide factual and correct information during the recruitment, selection and on-boarding process; volunteers will not misrepresent or omit information on volunteer application, agreement, criminal history or any other paperwork related to volunteer service.
4. Engage in OPRD permitted, non-partisan volunteer service; partisan activity to promote a particular candidate or one side of a political issue while on duty or representing OPRD is prohibited.
5. Sell and distribute only approved OPRD merchandise in designated park stores and sites, and/or as instructed by OPRD staff.
6. Maintain ethical boundaries in relationships and while engaging with the public. Volunteers may not use their relationship or volunteer position with OPRD to solicit and receive special benefits, financial gain, loans, gifts of money or property, or use of products such as day-use passes, firewood, park recycling deposits etc. for themselves, family or friends. Such benefits include gifts from sources that might reasonably be expected to have a legislative or administrative interest in OPRD, or in any promise of future employment.

OPRD's volunteer service standards, including to:

1. Maintain a safe, harassment and violence-free (physical, sexual, or verbal) environment at all times. Use only words and gestures that respect the dignity and rights of all people; use of profanity, racial or ethnic slurs, physical force, threats, intimidation or any form of discrimination towards the public, other volunteers, employees, contractors, vendors or the family members of any of these individuals is strictly prohibited.
2. Abstain from use of alcohol, tobacco or illicit substances while engaged in volunteer service.

Abstain from volunteering while under the influence of any medication or substance that impairs judgment or physical ability. When using tobacco products during off-service hours, use is confined to designated areas in parks.

3. Abstain from carrying personal weapons, including antique weapons, in the workplace and/or while engaged in volunteer service.
4. Not create publications, media, social media accounts, or make official public statements on behalf of OPRD; not to use the OPRD shield or brand without explicit permission from an OPRD manager.
5. Dress according to official volunteer uniform standards and only wear the uniform while actively volunteering. Maintain the uniform and keep it in good condition. At the end of volunteer service, all uniform items will be returned to park staff.
6. Use state property in the performance of their volunteer assignment with permission and instruction from OPRD staff. Volunteers are not permitted to use state property for personal use, unless explicitly given advanced permission by management.
7. Abstain from park enforcement activities. Volunteers are neither expected nor empowered to enforce OPRD park rules. Volunteers may advise, or educate the public on park rules, but may not engage in rule compliance. Prohibited enforcement activities include, but are not limited to: issuing compliance requests verbally or in writing and issuing violation notices.
8. Report all safety incidents, public safety violations, and emergencies to an OPRD staff member, and/or emergency services when necessary. Volunteers are not required to provide first aid or additional medical support in a safety or medical incident.
9. Engage in welcoming interactions with the public, staff, and other volunteers:
 - A. Volunteers must be respectful, courteous, considerate and professional towards the public, other volunteers, employees, contractors and vendors at all times.
 - B. Respect the cultural, religious and political views of others and refrain from personally imposing your cultural, religious and political views on others.
 - C. Offering medical, legal, or financial advice is prohibited.
10. Adhere to strict confidentiality when given access to sensitive information. Volunteers with access to confidential information, including that of other volunteers, employees, contractors, and visitors, agree to maintain strict confidentiality regarding confidential information for which they are responsible for and for the security of the confidential information to which they are granted access.

I agree.

Agreement for Volunteers Residing on State Property

As a benefit of the volunteer assignment, volunteers may temporarily reside at an assigned OPRD property location (park, wayside, recreation area, etc.) for the duration of their volunteer assignment. This benefit is provided to volunteers that abide by the expectations outlined in this Volunteer Service Agreement and meet the following expectations of residential service while both on and off duty.

While residing on OPRD property, volunteers:

1. Are representatives of OPRD, and are held to the highest appearance and performance standards. As such, volunteer's temporary residential sites will be safe, clean, and in orderly condition. Well-kept camping and recreational equipment may be in public view but all other personal property will be stored out of site. Equipment and vehicles must be in good condition and may not have any large holes, tears, stains, or broken windows. Additionally, tarps, fabric, cardboard, tape, or other non-permanent materials may not be used to cover any physical defects in vehicle, camping, or recreational equipment that is visible to the public.
2. May not display hateful, hostile, or abusive symbols or language at their temporary residential site.
3. May not make any permanent structures or changes to the site, unless directed to by the park manager. This includes, but is not limited to planting garden beds or installing or removing posts or fences.
4. Volunteers and/or their residential guests may engage in commercial enterprises or home-based businesses when the business is:
 - A. Operated entirely inside the residence of the volunteer and is not visible to the public. Signs, banners, displays, or any solicitation or advertising related to the business are not permitted to be displayed anywhere on OPRD property.
 - B. The business does not generate vehicle or pedestrian traffic on park property.
 - C. The address for the business is not the OPRD property address and deliveries for the business are not delivered at the property.
5. May not distribute circulars, notices, leaflets, pamphlets or written or printed information of any kind within a park property unless volunteer has first obtained permission from the park manager.
6. Are permitted to have pets at OPRD residential sites but must meet the vaccination and licensing requirements in OAR 333-019-0017 Pet Licensing, Animal Bites, and Rabies: Vaccination for Animals. Residential volunteers are responsible for the actions and behavior of their pets, and pets that threaten the safety of the public, staff, and volunteers will be banned from OPRD properties.
7. Are responsible for the actions and behavior of their guests. Guests will follow all park rules, and, if applicable, are responsible to pay an extra vehicle fee. Inappropriate actions and behaviors of a guest that violate OPRD policy and/or rules may result in the guest, as well as the residential volunteer, being banned from OPRD properties. Non-volunteer guests of residential volunteers are permitted to stay on OPRD property when the following criteria is met:
 - A. Non-volunteer guests stay with volunteers on OPRD property for a time period not exceeding 7 days. Guest stays exceeding 7 days must be approved by OPRD unit

managers in advance of the guest's arrival.

- B. Non-volunteer guests, age 18 and older, staying for a time period exceeding 7 days, must sign a Host Guest Opt-Out of Service Form and pass a criminal background check based on the agency requirements in HR.080 Criminal History and Driving Records Checks Policy.
- C. Non-volunteer guests, age 17 and younger are permitted with adequate parent/guardian supervision. Children 9 and younger must be supervised at all times on OPRD property, following the age minimum guidelines in ORS 163.545 Child Neglect in the Second Degree.

I agree.

Revocation of Eligibility to Volunteer

Your service as a volunteer is at-will and by mutual agreement. A volunteer may resign from service at any time. OPRD reserves the right to end a volunteer agreement if a volunteer violates any of the terms from the Volunteer Service Agreement or if it is no longer mutually beneficial to continue the volunteer service of an individual, group, or volunteer assignment.

Check here if you agree with these terms and conditions:

I agree.

Photography, Video and Audio Model Release (optional)

I grant OPRD and its legal representatives and assigns the irrevocable and unrestricted right to take, use, reuse, publish, and republish photos, video and audio of me, or in which I may be included, for restricted use in OPRD's marketing materials, including in print, online and any other medium; and to alter and composite the same without restriction and without my inspection or approval. I understand that once an image is posted to an OPRD website or other media outlet, the image can be downloaded by any computer user. I hereby release OPRD and its legal representatives and assigns from all claims and liability relating to said photographs. I acknowledge that participation is voluntary, and financial compensation will not be provided. I also acknowledge that the photographs, video and audio clips are the property of OPRD, and the photographer will not sell, distribute, or release said photographs, video or audio.

Your response:

I agree.

Workers' Compensation Coverage and Reporting Responsibility

The agency has elected to have workers' compensation coverage through SAIF Corporation for authorized volunteers. Coverage can only be provided to volunteers for injuries due to an accident incurred while performing volunteer duties.

Any time you are involved in any accident or exposed to a potential liability situation while performing assigned duties, you must inform your volunteer coordinator or park manager as soon as possible.

Check here if you agree with these terms and conditions:

I agree.

Partial Waiver and Release of Rights

AUTHORIZED STATE VOLUNTEER PARTIAL WAIVER AND RELEASE OF RIGHTS UNDER THE OREGON TORT CLAIMS ACT ORS 30.260-300

(Workers' Compensation Coverage)

As an authorized state volunteer performing activities on behalf of the State of Oregon, Oregon Parks and Recreation Department, I understand that the State of Oregon has secured Workers' Compensation insurance through the SAIF Corporation to provide workers' compensation benefits for me in the event that I suffer a compensable bodily injury or death within the course and scope of my authorized volunteer activities. In exchange for Workers' Compensation insurance coverage through the SAIF Corporation, I, for myself, my heirs, executors, administrators and assigns, release and forever discharge the State of Oregon from any and all demands or claims for damage or injury, from any cause of suit or action, known or unknown, that I may have against the State of Oregon, and/or its officers, agents or employees, and from all liability under the Oregon Tort Claims Act, ORS 30.260-300, for any and all harm or damage to my health in any manner resulting from or arising out of my state volunteer activities.

This release does not extend to or waive any rights I may have under the Oregon Tort Claims Act,

ORS30.260-300, to defense and indemnification from any demand, claim, suit or action brought against me, or liability I may be subject to, or arising out of my authorized state volunteer activities.

In the event that I am injured while performing state volunteer activities, I will notify my agency supervisor and apply for Workers' Compensation benefits.

Check here if you agree with these terms and conditions:

I agree.

Acknowledgment and Signature

By signing here, I acknowledge and accept the conditions of volunteer service as outlined in this form and referenced documents:



First and last name of volunteer:

Robert Samuel White

Date signed: Sunday, December 29, 2024