



Waiver:

I, the undersigned hereby release, indemnify, and hold harmless the Regional Food Bank of Oklahoma, its officers, employees, successors, assigns, legal representatives, organizers, sponsors, and supervisors of its activities, from any and all claims and liability arising from or in any way connected with my volunteer work or services for or at the facilities of the Regional Food Bank.

I further understand that I am assuming all risk, including all risk of injury associated with my volunteer work at the Regional Food Bank or activities conducted off-site. I am not an employee of the Regional Food Bank and, therefore, am not covered by the Regional Food Bank’s workers’ compensation insurance.

The Regional Food Bank does not permit guns or other weapons on its premises.

I further grant permission to the Regional Food Bank of Oklahoma, and its corporate partners, to use, without cost or approval, any photographs, videos, or audios taken of me while I am volunteering/participating in Regional Food Bank activities. I acknowledge that I have read and understand this release and am voluntarily executing this release.

Signature: _____ Date: _____

Regional Food Bank of Oklahoma appreciates your services. We hope that your volunteer experience is rewarding, productive, and safe. While we are committed to respecting your skills and Individual needs, we ask your cooperation in meeting these requirements:

1. **Follow staff instruction** and complete duties as assigned. Ask for help as needed. Report possible hazards, unsafe activities, or unsafe conditions to staff.
2. Anyone under the influence of **drugs or alcohol** will not be permitted to volunteer.
3. **Come dressed to volunteer.** Closed toe shoes are required in the warehouse.
4. **Skateboarding** is not allowed on Regional Food Bank premises.
5. **Wash your hands** before handling food, after taking a break, smoking, or returning from the restroom. Keep your work area clean and orderly.
6. **Be safe.** Use proper lifting techniques, using your legs to push upwards, keeping your back straight and body balanced. Solicit the help of another person to lift objects over 20 pounds. Ask for help when you need assistance. Comply with any restrictions of medical professionals relating to work.
7. **Comply with Restrictions on Use of Equipment. Only Regional Food Bank staff may operate forklifts, electric pallet jacks, and shrink wrap machine.** Only trained adult volunteers may operate the compactor or hand pallet jack. Youth volunteers may not work around forklifts, shrink wrap machine, compactors, or balers, nor may youth participate in unloading vehicles when power equipment is present. Youth may not operate fleet vehicles.
8. Running, shouting, horseplay (tossing food, etc.), riding pallet jacks, walking or stepping on pallets are not permitted.
9. **No food or product may be taken** from the warehouse or food sorting areas. Unauthorized possession will be considered stealing and will lead to immediate discontinuance of volunteering.
10. **Harassment of any kind**, violence, intimidation, offensive speech, or improper or lewd gestures of any kind are not tolerated by staff or volunteers. Any behavior intended to create discord or restricting volunteers or staff from working will not be tolerated. Report incidents immediately to staff.
11. **Volunteers ages 8 to 16** must be accompanied by one adult age 21 or older in a minimum ratio of 1 adult to 10 youth. **Chaperone(s) must have authority to sign and complete** the volunteer waiver for the entire group. Youth are to be monitored on a continuous basis and are not allowed free movement beyond their work area without supervision.
12. Use discretion when conducting personal business during volunteer time.
13. Volunteers leaving before the end of a shift must advise staff.

IMPORTANT: Your generous commitment to us means that you are a part of our supplemental workforce. Your adherence to your scheduled volunteer hours is essential. Your failure to show up without letting us know greatly impacts our work and ability to get food to those in need. Please let the Regional Food Bank know as soon as possible if for some reason you cannot make your assigned time by calling (405) 600-3161. Thank you!

I have read and understand my responsibility to follow these rules while I am a volunteer for the Regional Food Bank. Report any injuries immediately to staff. I understand that I will be asked to leave the premises if I do not comply with these requirements.

Volunteer Print Name: _____ Date: _____

Volunteer Signature: _____

Parent/Guardian Name: _____ Date: _____

Parent/Guardian Signature: _____