



#HereForGood

VOLUNTEER CODE OF CONDUCT

Berkshire United Way

I agree to the following:

- I agree to attend the volunteer orientation training, safety training, and/or other required training.
- I have read, signed, and understand the confidentiality agreement.
- I will dress in a neat and clean fashion, in a manner appropriate to my assigned duty.
- I will carry identification at all times, as well as any documentation provided to me by the VRC.
- I will conduct myself in a professional manner.
- I will respect the rights and dignity of all volunteers and clients.
- I will promptly address any issues or concerns with my assigned supervisor.
- I will perform tasks within my scope of knowledge and skill and license/credentials while engaged as a volunteer representing the Berkshire United Way and/or any partner agency I am assigned to.
- I know I am not required to participate in any activity or emergency response.
- I commit to participating in response activities according to my assigned involvement.
- I must adhere to the Incident Command System (ICS)/National Incident Management System (NIMS).
- I will not speak to the press/media unless authorized to do so.
- I will participate in debriefings and provide feedback.
- I will complete all forms, reports, or other required documentation.
- I understand that I am subject to disciplinary action or dismissal.

FEMA ICS READINESS DEPLOYMENT CHECK-LIST

Instructions: Use this job aid to assess your readiness for participating in the ICS response organization:

SELF ASSESSMENT	YES	NO	NOT SURE
Are the people and pets you are responsible for all-set for the duration of your deployment?			
Do you have your Go-kit stocked?			
Do you know the procedure for check-in?			
Do you have a checklist to help ensure that you have all needed information?			
Do you know what forms you'll be required to complete? Do you have copies of these forms?			
Have you assembled a travel or Go-kit containing any special technical information (e.g. maps, manuals, contact lists, and reference materials)?			
Have you prepared personal items needed for your estimated length of stay, including medications, cash, credit cards, etc.?			
Have you made arrangements to take care of your personal matters?			
Do you know the demobilization procedures?			
SIGNATURE	DATE		