

AGREEMENT NO.

0001

THIS AGREEMENT made this 16th day of August, 2014.

BETWEEN:

HER MAJESTY THE QUEEN in right of the Province of Alberta, as represented by the Minister of Environment and Sustainable Resource Development (hereinafter referred to as the "Department")

OF THE FIRST PART

- and -

(hereinafter referred to as the "Volunteer")

OF THE SECOND PART

Background:

- 1. The Minister has approved a volunteer project described as: KCP3 and further described in Appendix A (FIN 96) and hereinafter referred to as the "volunteer project".
2. The Volunteer wishes to participate in the volunteer project and agrees to do so in accordance with the terms and conditions of this Agreement.

The Volunteer agrees to make his or her services available to Alberta Environment and Sustainable Resource Development (the Department) as described in this agreement subject to the following terms and conditions.

- 1. The Volunteer will comply with all statutes, regulations, and department policies and procedures, while carrying out the volunteer activities. The Ministry's representative will provide this information.
2. The Volunteer shall make personal safety a top priority and adhere to all safety requirements identified for the project/program. The Volunteer will promptly inform the Department's representative about unsafe conditions or conduct that may come to the Volunteer's attention during or in relation to the volunteer project.
3. The Volunteer may be covered under the Government's Comprehensive General Liability, Accidental Death and Dismemberment, and Weekly Indemnity coverages subject to the terms and conditions of each coverage at the time of the loss. Coverage will only apply when the Volunteer is performing the duties covered by this agreement. Accidental Death and Dismemberment and Weekly Indemnity coverage will only apply if no other coverage is available to the Volunteer. The Volunteer may want to seek out their own appropriate insurance prior to carrying out any volunteer activities.

Is Volunteer covered by other insurance? [] Yes [] No

- 4. The Volunteer, if under 18 years of age, must have a parent or legal guardian sign this agreement.

5. The Volunteer will **not** be compensated under this agreement.
6. The Workers' Compensation Board (WCB) does **not** automatically cover volunteers unless arrangements for this type of coverage have been made prior to the activity/event through Environment and Sustainable Resource Development's Human Resource Services and the WCB, documentation must be in place prior to the activity/event.
7. Anything, other than expendable materials, provided by the Department for the Volunteer's use under this agreement shall be returned to the Minister's representative upon completion of the services, or as required.
8. All works, structures and products developed by the Volunteer under this program are the property of the Department.
9. The Volunteer will work in the following time frame: the year 2014
10. The Volunteer is **not** permitted to operate vehicles owned or leased by the Department. Where it is deemed necessary for the Volunteer to operate a Department owned or leased vehicle, prior written authorization from the Deputy Minister or delegate is required. A separate agreement will be required. Please refer to AD200 Government Vehicle Management and Use for full details.

If the Volunteer utilizes their own personal vehicle in support of the volunteer activity they are solely and entirely responsible for maintaining their own vehicle liability insurance, and any harm, or damage that may be caused by, through with, their own private vehicle. The Volunteer further agrees to indemnify and hold harmless the Government of Alberta if they use their own vehicle.

Volunteers are **not** permitted to operate a marked enforcement patrol vehicle at any time.

11. The Volunteer is not permitted to operate any equipment owned or leased by the Department without providing documentation of certification in the operation of the equipment prior to commencement of the volunteer activity/event.
12. The Volunteer may be allowed to store personal property, at the Volunteer's risk, on government premises with prior written authorization. The Volunteer is responsible for providing insurance for personally owned property.
13. Any changes to this agreement must be signed by both parties prior to their taking affect.

This agreement terminates upon completion of the above noted services or earlier by notification by either party at any time by signing the "Termination of Agreement" line below and notifying the other party of the termination.

The Department may, without cause, terminate this Agreement forthwith without notice or liability if the Volunteer breaches any term, condition or provision hereof or appears unable or unwilling to perform and complete the activity/event in a manner that meets SRD standards.

I hereby volunteer my services as described above to assist the Department of Environment and Sustainable Resource Development in its authorized work. I have read and understood this agreement and I have provided the information to the best of my knowledge.

Signature of Volunteer		Date
Signature of Parent/Guardian (if applicable)	Print Name	Date
Mailing Address		
Telephone Number		Email Address

The Department of Environment and Sustainable Resource Development agrees to the above noted services to be supplied by the Volunteer.

Signature of Minister's Representative	Date

TERMINATION OF AGREEMENT

Agreement terminated on: _____
Date

Signature of Volunteer	Signature of Minister's Representative