



Volunteer Screening Policy

“Organization” refers to: The Manitoba Freestyle Ski Association Inc.

“Volunteer” refers to the individual who is a party to this agreement

The Volunteer and the Organization (collectively, the “Parties”) have agreed to enter into a volunteer relationship and wish to reflect the terms of their agreement in writing and have mutually agree as follows:

Volunteer

1. The relationship intended by this description of expectations is NOT a legally binding agreement for employment.
2. A volunteer membership through the Organization must be purchased to volunteer for the applicable season.

Screening

3. Upon the request of the Organization, the Volunteer agrees to obtain and submit materials required by the Organization’s *Screening Policy*. Failure to participate in the screening process will result in ineligibility to volunteer with the Organization.

Responsibilities of the Volunteer

4. The Volunteer will:
 - a. Comply with the By-laws, policies, procedures, rules and regulations of the Organization, including complying with any agreements executed with or by the Organization applicable to the Volunteer
 - b. Devote their full time and attention to the business and interests of the Organization
 - c. Comply with the following expected standard of ethical conduct at all times, while volunteering with the Organization:
 - i. Demonstrate through words and actions the spirit of sportsmanship, sports leadership and ethical conduct



- ii. Treat others with respect and refrain from negative or disparaging remarks or conduct
- iii. Ensure the rules of the sport and the spirit of such rules are adhered to
- iv. Avoid and reject the non-medical use of drugs or alcohol
- v. Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an individual or group, which is offensive, abusive, racist, sexist, degrading or malicious
- vi. Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual advances or conduct of a sexual nature
- vii. Refrain from the use of power of authority in an attempt to coerce another person to engage in inappropriate activities
- viii. Adhere to all applicable Federal, Provincial, Municipal or host country laws

Expenses

5. Upon the approval of the Organization, the Organization will reimburse the Volunteer reasonable out-of-pocket expenses properly incurred in the course of volunteering for the Organization payable in accordance with the Organization's established procedures and approved rates upon submission by the Volunteer of an expense claim and applicable receipts.

Confidential Information

6. "Confidential Information" includes, but is not limited to, software, know-how, trade secrets, technical personal information, and business information relating to the Organization's plans, development models, inventions, products, services, finances, customers, members, marketing, future business and sponsorship plans and any other information which is identified as confidential by the Organization. It also includes third party information which is received by the Organization in confidence, including information received from clients, customers, potential business partners, sponsors, buyers and others.



7. The Volunteer agrees:

- a. Agrees not to publish, communicate, divulge or disclose to any unauthorized third party or parties any Confidential Information, without the prior written consent of the Organization.
- b. Not to allow other persons or third parties access to the Confidential Information.
- c. To comply with privacy legislation.
- d. To use Confidential Information solely as may be required in connection with the Volunteer's responsibilities to the Organization.

Image Release

8. The Volunteer authorizes the Organization to photograph and/or record their image and/or voice and to use this material to promote the Organization through the media of newsletters, websites, television, film, radio, print and/or display form. The Volunteer further consents that the materials and copyright will remain the sole property of the Organization.

Intellectual Property

9. Copyright and any other intellectual property rights in all written material (including material in electronic format), software, databases, brands and other works produced by the Volunteer will be owned solely by the Organization, who will have the right to use, reproduce or distribute such material and works, or any part thereof, for any purpose it wishes. Upon the request of the Organization or termination of this Agreement, the Volunteer will return all Confidential Information and proprietary information received in written or tangible form, including copies, or reproductions or other media, immediately upon such request.

Term and Termination

10. The Volunteer membership is valid for the year for which it was purchased unless terminated earlier in accordance with this Agreement. There will be no automatic renewal of this Agreement. Volunteers wishing to continue volunteering must re-apply, enter into a new agreement and purchase a new membership.



10. Either Party may terminate this Agreement immediately upon providing the other Party with written notice of its intention to terminate this Agreement.

Assignment

11. The Volunteer will not assign, either directly or indirectly, any obligation or entitlement that it has under this Agreement without express written consent of the Organization.

General

12. The purchase of a volunteer membership evidences the Volunteers acceptance to the terms and conditions of this Agreement.

PSO Board of Directors Approval Date:	<u>April 10, 2025</u>
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