

Instructions – this paper is to be given to each new temporary volunteer, for their retention

TEMPORARY VOLUNTEER CONDITIONS



Wensleydale Railway plc

The paragraphs below outline the arrangements for volunteer working on behalf of the Wensleydale Railway Association which is providing assistance to the Wensleydale Railway plc.

Reporting

You are responsible directly to the Team Leader who signed your Registration Form. Only undertake work with the authority of that person.

On arriving to start Volunteer Working you must sign in to indicate your arrival at the relevant point and read any notices displayed there. You must sign out at the same point when completing your work schedule.

Security

You must protect the assets of the railway and the integrity of its safe operation at all times. Unsafe practices, if observed, must be reported. To maintain the correct level of security you must be identified and identifiable.

Volunteers are required to undertake Safety training for some jobs.

Insurance

Provided you meet the requirements of this agreement, you will be covered by the Wensleydale Railway plc's insurance while engaged in volunteer activity on Wensleydale Railway premises or land.

Conduct

As the operation of the railway is judged by the activities of its staff, it is critical that you observe the operating rules of the railway, comply with the requirements of the Health and Safety Policy Statement and promote positive public perception of the operation

Expenses

The services of volunteers are provided free. Volunteers' travel expenses are not normally reimbursed.

Problems and Grievance Procedure

Any problems, grievances or difficulties should be raised with your Team Leader.