



American Red Cross

**VOLUNTEER SERVICE AGREEMENT FOR
DISASTER OPERATIONS**

I, _____, an employee of the University of Central Florida, do hereby volunteer my time, effort, and services to assist at the _____ disaster relief operation, (DR# _____), located in the state of _____, beginning on _____, 20____, and ending on _____, 20____, a period of _____ regular business days. Neither my supervisor, peer employee, nor any other person has compelled me to volunteer.

My travel and maintenance costs will be reimbursed by the American Red Cross, pursuant to *Staff Reimbursement Procedures and Travel Regulations*, ARC 4500XC3.

I understand that I will receive compensation from my regular employer as set forth in the Disaster Leave Law/Executive Order, and that I will receive no compensation from the American Red Cross while I am performing disaster relief work. Furthermore, I understand and accept that:

- I may be working under conditions which may be substantially different from those I am used to; and
- I may be working long hours; and
- There will be no relationship between the salary I receive from my regular employer and the hours I will be working as part of the American Red Cross Disaster Relief Operation.
- As a Red Cross volunteer, I am not covered by workers' compensation through Red Cross.

Date

Signature of Employee/Disaster Volunteer

Typed or Printed Name

Employee Id

Regular Job Title

Department

Phone #

I hereby release _____, an employee under my supervision, from his/her regular job duties so that he/she may volunteer to assist in this disaster relief operation.

Date

Signature of Dean/Director

Print Name

Title

Phone Number

Date

Signature of Provost/Human Resources Director

Print Name

Title

Note: The employee should provide to their Dean/Director, documentation that they have met the training requirements and have become a member of Disaster Service Human Resource System and a copy of the Red Cross Notification of where to report to duty.