

# VOLUNTEER AGREEMENT

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THIS Agreement is entered into as of the date submitted online ("Effective Date") between the owners of Yogiville Croatia ("Yogiville Croatia owners"), and the person completing the entry form online registering as the volunteer, ("Volunteer"). This Agreement constitutes the entire agreement between the parties relating to the subject matter hereto and shall not be modified except as amended in writing and signed by all relevant parties.

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## Part 1: The organisation

Your role as a Volunteer is to provide support to the Management Team and starts on Effective Date. This volunteering role is designed to provide project management, fundraising, administrative assistance and community project support in Croatia, India or the U.K..

You can expect Yogiville Croatia to:

1. Induction and training
  - a. To provide a thorough induction on the work of Yogiville Croatia, its management committee, staff, your volunteering role and the induction and/or training you need to meet the responsibilities of this role. The Volunteer Policy published on [www.yogiville.life](http://www.yogiville.life), provides full details of the organization.
2. Supervision, support and flexibility
  - a. To explain the standards we expect for our services and to encourage and support you to achieve and maintain them;
  - b. To provide a named person who will meet with you regularly to discuss your volunteering and any successes and problems;
  - c. To do our best to help you develop your volunteering role with us.
3. Expenses
  - a. Unless otherwise agreed, Volunteer is responsible for all expenses incurred, including minimum weekly fees as agreed in Croatia, 7 euros per day, in India, 600 rupees per day to cover meal expenses. Accommodation expenses to be agreed separately.
  - b. Volunteer is responsible for travel

expenses to and from the location.

4. Health and safety
  - a. To provide adequate training and feedback in support of our health and safety policy, a copy of which is in The Volunteer Policy.
  - b. Volunteer is responsible for purchasing own travel and health insurance policy as required in the location worked.
5. Equal opportunities
  - a. To ensure that all volunteers are dealt with in accordance with our equal opportunities policy, a copy of which is provided separately.
6. Problems
  - a. To try to resolve fairly any problems, complaints and difficulties you may have while you volunteer with us;
  - b. In the event of an unresolved problem, to offer an opportunity to discuss the issues in accordance with the procedures set out in The Volunteer Policy.

## Part 2: Volunteer

We expect you:

- a. To help Yogiville Croatia to fulfil its fundraising, community project objectives and general administration requirement;
- b. To perform your volunteering role to the best of your ability;
- c. To follow the organisation's procedures and standards, including health and safety and equal opportunities, in relation to its staff, volunteers and clients;
- d. To maintain the confidential information

- of the organisation and of its workers and clients;
- e. To meet the time commitments and standards which have been mutually agreed to and to give reasonable notice so other arrangements can be made when this is not possible;
  - f. To provide referees as agreed who may be contacted, and to agree to a Criminal Records Bureau check being carried out where necessary.
  - g. To provide acquire adequate insurance cover whilst carrying out their volunteering roles which have been approved and authorised by us
  - h. When working in the Croatia or India location, to abide by the Property Code of Conduct published online at [Yogiville Life](#).

### Part 3: Confidentiality

- a. Either party shall maintain the confidentiality of all information as identified by the disclosing party as being confidential or is confidential by its nature ("Confidential Information").
- b. This confidentiality obligation shall remain in place until the disclosing party notifies the other party in writing that the information is no longer confidential.
- c. The receiving party obligation to maintain the confidentiality of information identified by the disclosing

party at the time of disclosure as confidential will not apply if such information:

- i. Is publicly known;
- ii. Is provided to the receiving party by a third party without any breach of any obligations of confidentiality; or
- iii. Is discovered independently by the receiving party

d. The receiving party agrees to:

- i. Protect and prevent disclosures of the confidential information;
- ii. Exercise at a minimum the same care they would exercise to protect their own confidential information; and
- iii. Not use, reproduce, distribute, disclose or otherwise disseminate the confidential information except as authorised by the India Foundation to undertake the Project.

This agreement is binding in honour only, is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party, however, either recognises for convenience that a 2-week notice period is acceptable and appropriate. Neither of us intends any employment relationship to be created either now or at any time in the future.