

# Acknowledgment of Receipt of Volunteer Handbook

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My signature below indicates that I have received a copy of the Pierce County Food Pantry Volunteer Handbook. I understand that this handbook contains information regarding the Pantry's rules, regulations and benefits, which affect me as a volunteer. I acknowledge that I have read and understood the Pantry's policies. I also understand that the Pantry may revise, supplement or rescind policies or procedures described in the manual, with or without notice.

I further acknowledge with my signature that I will:

- Conduct all pantry business in a highly ethical manner and in accordance with applicable laws, rules, and regulations.
- Perform all duties with honesty and integrity.
- Ensure that contributions are used in accordance with donors' intentions.
- Only distribute products that are safe to consume as our food and product donors donate all products in good faith.
- Treat all people with respect and dignity without regard to race, creed, religion, physical appearance, gender, color, national origin, age, disability or other protected status.
- Serve all those seeking assistance at the pantry without judgement.
- Promptly report any improper discriminatory behavior, sexual harassment, illegal activities or other violations of this code.
- Maintain the confidentiality of Pantry and participant information.

Violations of Pantry ethics as stated above will not be tolerated. Conduct violations, depending on the severity, may subject the volunteer and others to disciplinary action up to and including discharge, as well as the possibility of referral for possible criminal or civil action.

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Volunteer signature

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Date

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Volunteer printed name

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## Hunger Prevention Council of Pierce County

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