



# Conditions of Volunteer Service

(Please send completed form to the Office of Risk Management)

As a volunteer working for the University of Oregon, you need to understand the extent to which you are covered by State of Oregon insurance for liability and personal injury/illness. Please read the following carefully and sign below.

### Tort Liability

You will be protected from civil liability for injuries or damage to the person or property of others, subject to the following general conditions:

1. You are working on a state agency task assigned by an authorized agency supervisor;
2. You limit your actions to the duties assigned; and
3. You perform your assigned tasks in good faith, and do not act in a manner that is reckless or with the intent to unlawfully inflict harm to others.

The conditions and limits of this protection are as stated in the Oregon Tort Claims Act, ORS 30.260-300, and Oregon Department of Administrative Services Risk Management Division Policy Manual, 125-7-202.

### Motor Vehicle Liability

If you use a personally owned vehicle in the course of your duties, you are required to have automobile liability insurance to provide your primary coverage for any accidents involving that vehicle. State provided auto liability coverage will apply on a limited basis only after your primary coverage limits have been used.

### Volunteer Injury Coverage

**Worker's compensation is not provided.** However, the agency has an injury protection plan to cover injuries of authorized volunteers. It is limited to only injuries due to an accident while performing volunteer duties. The state will pay medical treatment bills, disability, death and dismemberment benefits to the limits and under the terms and conditions described in Oregon Department of Administrative Services Risk Management Division Policy Manual, 125-7-204. If you are injured in a private vehicle, the owner's insurance is responsible for your medical bills.

### Reporting Responsibility

Any time you are involved in any accident or exposed to a potential liability situation while performing assigned duties, you must inform \_\_\_\_\_ (name/title of department supervisor) and the Office of Risk Management, (541) 346-2021, within no more than 5 working days.

### Assigned Duties *(describe below or attach additional sheet. Forms can't be accepted without this information)*

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**Total Volunteer Hours** \_\_\_\_\_ Estimate total hours for this activity within this Fiscal Year (1 Jul - 30 Jun). Complete a new form each year for volunteer service that continues into the next FY, when volunteering for a different activity, or when duties change.)

### I HAVE READ AND UNDERSTAND THE ABOVE DUTIES AND CONDITIONS OF VOLUNTEER SERVICE.

(Please Print)

<b>Name</b>		<b>I.D. #</b>	
<b>Address</b>		<b>Telephone</b>	
<b>Signature</b>		<b>Date</b>	
<b>In case of emergency notify</b>		<b>Phone</b>	

<b>Supervisor Signature</b>		<b>Date</b>	
<b>Department Name</b>		<b>Telephone</b>	

**READ AND SIGN THE WAIVER AND RELEASE ON REVERSE**



**Authorized State Volunteer  
Partial Waiver and Release of Rights  
Under the Oregon Tort Claims Act  
ORS 30.260-300**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Please Read Carefully**

As an authorized state volunteer performing activities on behalf of the University of Oregon, I understand that the State of Oregon will provide limited medical and accidental death, dismemberment and disability coverage for me in the event I suffer injury due to an accident while performing volunteer duties. In exchange for the coverage, I, for myself, my heirs, executors, administrators and assigns, release and forever discharge the State of Oregon from any and all demands or claims for damage or injury, from any cause of suit or action, known or unknown, that I may have against the State of Oregon, and/or its officers, agents or employees, and from all liability under the Oregon Tort Claims Act, ORS 30.260-300, for any and all harm or damage to my health in any manner resulting from or arising out of my state volunteer activities.

This release does not extend to or waive any rights I may have under the Oregon Tort Claims Act, ORS 30.260-300, to defense and indemnification from any demand, claim, suit or action brought against me, or liability I may be subject to, or arising out of my authorized state volunteer activities.

In the event that I am injured while performing state volunteer activities, I will notify my agency supervisor and apply for injury coverage benefits.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT OR GUARDIAN'S AUTHORIZATION FOR MEDICAL CARE AND CONSENT TO AGREEMENT**

**Please Read Carefully**

I, \_\_\_\_\_, as parent or legal guardian hereby grant permission for \_\_\_\_\_, to do volunteer work for the University of Oregon.

In the event of an emergency, accident, or illness, I authorize the agency and its employees to administer emergency medical care to my child and/or, if deemed necessary, to secure emergency medical services and incur expenses for which I will be responsible for payment.

**My signature below hereby represents that I have read, understand, and consent to this agreement.**

Signature (Legal Guardian signature required if volunteer is under age 18 years)

Date

**READ THE FRONT SIDE OF THIS DOCUMENT**