

GROUP VOLUNTEER AGREEMENT

DNR staff only to complete this section prior to starting project

Project Description		
Project Title	Location	Dates
Impacts and outcomes of this project:		
Authorized work:		
Restricted work:		
Qualifications needed:		
Safety training to be covered:		
DNR staff person supervising volunteers	Title	Division/Unit
Office address, City, State, Zip	Telephone number	Email

Volunteer section

NOTICE OF INTENT TO COLLECT PRIVATE DATA OF VOLUNTEER: Certain data on this form is classified as private data under Minnesota Statutes, section 13.43. You are being asked to provide private data, including address, telephone number, and email address, in order to facilitate your volunteer placement. You are not required by law to provide this information, but if you don't, DNR will not be able to contact you or place you appropriately for volunteer activities and you may not receive important documents. Your private data will be available to DNR personnel whose work position or duties reasonably require access or allowed by state or federal law or pursuant to court order, and to those with your written consent.

VOLUNTEER EXPECTATIONS: Volunteers are expected to follow the same rules and regulations as employees concerning use of computers, email, Internet use, phones, workplace behaviors, alcohol and drug use, violence prevention, harassment, discrimination, and code of ethics (M.S. 43A.38). Zero tolerance of workplace violence applies to volunteers. (Op Order 104.)

INTELLECTUAL PROPERTY RIGHTS: All right, title, and interest in all intellectual property which may be conceived or originate, either individually or jointly by others, and which arises out of the performance of my activities with the DNR, will be the property of the State of Minnesota and are hereby assigned to the State. I also agree, upon request of the State to execute all papers and perform all other acts necessary to assist the State to obtain and register copyrights and patents on such materials. Works of authorship created by me in the performance of my activities with the DNR shall be considered "works made for hire" as defined in the U.S. Copyright Act.

AGREEMENT: On behalf of my group, my signature below verifies that I have read, understand and agree that we will abide by these policies and project duties. If we are unable to meet our commitment to this project, I will contact our DNR contact person.

Group leader to complete this section

Group information		
Name of group	Address, City, State, Zip	Website
Group contact person	Address, City, State, Zip	
Telephone number	Email	
Group contact signature	Date	

