



IV. Release of Liability and Assumption of All Risks Agreement

I am aware that travel and volunteering to work in a developing country like the Dominican Republic, whether in civilized or remote areas and whether the travel is by plane, auto, boat, bus, or other transport, or on foot, bicycle, horseback, raft, or other means, contains inherent risks of illness, injury or death, which may be caused by negligence of others. I also acknowledge that I may be beset by physical or emotional exertion or stress for which I am unprepared, that I may consume unfamiliar or upsetting foods or beverages, or experience forces of nature and/or other agencies known or unknown. I acknowledge that part of the enjoyment and excitement of travel and volunteering is derived from the risks incurred by activity beyond the accepted safety of my everyday life, and that the enjoyment and excitement derived from these inherent risks is part of the reason for my participation. I recognize that these risks may be present before, during and after the trip in which I am participating under the arrangements of The Mariposa DR Foundation and its associates. I am aware that medical services or facilities may not be readily available during some or all of the time of the trip, and I clearly understand that The Mariposa DR Foundation and its operators will have no liability regarding the adequacy of any medical care, equipment, supplies or evacuation arrangements that may be provided.

I also understand that The Mariposa DR Foundation reserves the right to refuse any person it judges to be incapable of meeting the rigors and requirements of participating in the activities of the trip. In consideration of the right to participate in the volunteering activities arranged for me by The Mariposa DR Foundation, I do hereby assume all risks of bodily injury, illness, death, emotional trauma, property damage, or theft, and release The Mariposa DR Foundation and its agents and associates from all actions, claims or demands for damages resulting from my participation in the trip. This "Release of Liability and Assumption of all Risks Agreement" is entered into on behalf of all members of my family, including any Minors accompanying me. It is also binding upon my heirs, administrators, executors, legal representatives and assigns. I have been given the advice to consult with my own lawyer regarding this Release of Liability and Assumption of all Risks Agreement, and I have been given the opportunity to do so. I have carefully read this agreement and fully understand its contents. I am aware that it is a release of liability and a Work Agreement between The Mariposa DR Foundation and me, and I sign it of my own free will.

Print Full Name

Signature of Volunteer

Date

***If volunteer is under 18 years of age:**

Print Full Name of Parent/Guardian

Signature of Parent/Guardian

Date



V. Volunteer Standards of Conduct

Please read the following carefully. All volunteers are expected to adhere to the policies, goals and principles of the organization as well as set an example for the community. During your service to our organization and community, we hope you will keep the Standards of Conduct in mind at all times:

Treat students, community members and host families with respect.

Volunteers are expected to avoid behavior that constitutes any form of abuse whether it is emotional, physical, sexual or bullying.

Volunteers are not expected to take discipline into their own hands. Verbal abuse such as yelling or name-calling is not permitted. All types of physical discipline are strictly prohibited and are grounds for immediate dismissal. You are expected to respect the right and desire of children to be treated as individuals and live in an environment free of fear and harassment.

Volunteers are required to adhere to Congressional acts regarding treatment of minors, whether they are students or not.

Congress passed the PROTECT Act of 2003 to provide resources necessary to protect children from those who victimize them. The PROTECT Act strengthens law enforcement's ability to prevent, investigate, prosecute and punish crimes committed against children. **The Act recognizes children up to the age of 18 as minors, even if in the host country the age is lower.**

Significant attention and resources have been invested to identify, investigate, and punish offenders who travel or live abroad and prey on children. The Directors are required to immediately report any incidents or allegations of a volunteer or staff member engaging in sexual activity with a minor to Embassy officials. Volunteers are required to report any related incident or awareness of activity or infraction by volunteers or staff to the Directors.

Respect Local Culture

As a volunteer, you have the status of an invited guest, and thus should be sensitive to the habits, tastes and taboos of your hosts. As a visitor in the DR, bear in mind that your behavior will be observed and noted, whether you are at the Center, traveling on a bus or just walking down the street.

Behavior damaging to the organization or the image of the Mariposa DR Foundation may result in consideration for dismissal. Volunteers are expected to be respectful of local customs and traditions. Volunteers must also familiarize themselves with and adhere to all local laws, particularly those that directly affect the community, such as illicit drug use and sex work.



Maintain Confidentiality

People in the Dominican Republic as well as people outside the DR have a right to know what The Mariposa DR Foundation is doing; in fact, MDRF wants to share our vision with people worldwide. Volunteers are free to discuss their role at Mariposa with the press and other parties; **however, distinct responsibilities go with that freedom.**

Volunteers are responsible for doing their best to ensure the information provided is accurate, cannot be misinterpreted, and is not critical of Dominicans or local customs.

If a volunteer chooses to blog, post to social media, write articles or academic papers for publication during their affiliation with MDRF, they are required to inform the Directors and provide links/copies of all materials.

Volunteers may, from time to time, have access to confidential and private information on the work, assets and activities of the organization and our partners, as well as the personal lives of our program children and other volunteers. Every volunteer is in a position of trust and must respect the confidential or private nature of information acquired through this position.

Volunteers are prohibited from disclosing in any manner whatsoever confidential or private information to any third party (non-employee or non-board member) unless required by law. This obligation applies both during and after the volunteer term; however, volunteers must report abuse of the children involved in our programs or malicious intentions directed against our programs directly to a staff member.

Follow Mariposa Guidelines

Wear appropriate clothing. At the Mariposa Center for Girls the dress is casual, yet modest and appropriate for a work environment. Shorts are permitted, but should not be too short. Tank tops are allowed, but no open backs, open sides, or low cut tops and midsection should not be exposed.

Please encourage trip leaders, chaperones and participants to bring their own reusable water bottle in accordance with MDRF's commitment to reduce single use plastics.

Abide by MDRF's cell phone use policy while at the Center. Mariposa Girls are not allowed to use cell phones on site, nor are our guests, so they need to be kept out of sight.

Please do not post to social media without the approval of Mariposa DR Foundation trip leader.

Prohibition on Personal Gain

Volunteers may not accept payment for anything that they have written or photographed. Articles, manuals, teaching materials and other work-related products developed during



service for The Mariposa DR Foundation are considered part of the public domain and may not be copyrighted nor used for personal gain.

Religious Proselytizing

Volunteers and trainees are free to exercise their personal religious beliefs, but they may not engage in religious proselytizing. Volunteers who are not clear as to what activities constitute religious proselytizing should consult the Executive Director. Violation of this restriction could have serious adverse consequences on the organization and may be grounds for dismissal.

I _____ (Full Name), read the Mariposa Volunteer Standards of Conduct and will adhere to these guidelines for the duration of my service.

Print Full Name

Signature of Volunteer

Date

***If volunteer is under 18 years of age:**

Print Full Name of Parent/Guardian

Signature of Parent/Guardian

Date



VI. Child Safeguarding Code of Conduct

The Mariposa DR Foundation (Mariposa) Child Safeguarding Policy sets a standard for Mariposa staff, volunteers, contractors, board members and other partners to safeguard children with whom Mariposa has direct or indirect contact.

This Code of Conduct provides guidance on appropriate and expected standards of behavior of adults towards children. It has been designed to give all who work with Mariposa the confidence to carry out their roles and to ensure that positive relationships are developed. This is not an exhaustive list and should be interpreted in a spirit of common sense. Everyone should avoid actions or behavior which may constitute poor practice or potentially abusive behavior towards children, and should ensure that a culture of openness exists to empower children.

When working with children you must **ALWAYS**:

- Avoid working alone and spending excessive time with a child and be aware of situations which may present risks. You should plan your work so that, at least, two adults are present at any time and avoid taking children to your home or go to their home, especially, where they may be alone with you. If working alone is unavoidable, you should move to an area where you and the child can both be seen by other colleagues or other adults.
- Avoid inappropriate physical contact with a child. If a child is hurt or distressed, comfort or reassure him/her without compromising his/her dignity or doing anything to discredit your own behavior.
- Behave appropriately, ensure that language is moderated in their presence and refrain from adult jokes or comments which are clearly unsuitable.
- Pay attention to what the children are saying, and respond/report appropriately.
- Plan activities in advance to ensure they take into account the age range, gender, needs and ability of all participants.
- Be familiar with the procedure for reporting at Mariposa and immediately report any concerns related to the child's welfare to the designated person.
- Maintain confidentiality.

When working with children you must **NEVER**:

- Hit or otherwise physically assault them or act in ways that may be abusive or may place the child at risk of abuse.
- Develop physical/sexual relationships with them, behave in a manner which is inappropriate or sexually provocative, or develop relationships which could in any way be deemed exploitative or abusive.



- Use language, make suggestions or offer advice which is inappropriate, offensive or abusive.
- Have a child with whom you are working to stay overnight at your home unsupervised.
- Condone, or participate in, behavior of a child which is illegal, unsafe or abusive.
- Act in ways intended to shame, humiliate, belittle or degrade children, or otherwise perpetrate any form of emotional abuse, discriminate against, show differential treatment, or favor particular children to the exclusion of others.
- Allow allegations made by a child or concerns about their welfare go unrecorded or not acted upon.

I understand and agree to abide by the above Code of Conduct and the Mariposa Child Safeguarding Policy. I hereby declare that I have never been subject to prosecution for acts that contravene the above Policy. I understand that any breaches of the above Code of Conduct will be reported and appropriate action, in accordance with the policies and procedures in place, will be taken.

Print Full Name

Signature of Volunteer

Date

***If volunteer is under 18 years of age:**

Print Full Name of Parent/Guardian

Signature of Parent/Guardian

Date