



COUNTY OF EL DORADO VOLUNTEER RESOURCES AND REQUIRED TRAINING/FORMS

County Policies and Resource Information	
Volunteer Policy	https://www.edcgov.us/Government/BOS/Policies/Pages/policy_manual.aspx
Policy Prohibiting Discrimination, Harassment, and Retaliation, and Reporting and Complaint Procedures	
Travel Policy	
General Network Usage and Access Procedures and Guidelines	http://edcnet/IT/PUBLIC/pdf/General-Network-Use-Access-Procedures.pdf

To identify the appropriate training and form requirements for the volunteer, please review the following and take appropriate action.

Training and Form Requirements
1. Safety Orientation Checklist – Volunteers <i>(located on EDCNET)</i>
2. Emergency Contact Form <i>(located on EDCNET)</i>
<i>During the entire course of the volunteer assignment, will the volunteer be required to:</i>
3. Drive a motor vehicle in the course and scope of the County business?
<i>If yes, the volunteer is required to complete the DMV Pull Program Form (located on EDCNET).</i>
4. Use a County computer or access County networks/drives?
<i>If yes, the supervisor is required to provide a copy of the General Network Usage and Access Procedures and Guidelines to the volunteer. (See link above.)</i>
5. Incur expenses on behalf of the County?
<i>If yes, the volunteer is required to review the Travel Policy. (See link above.)</i>