Worksheet for supervisors: Individuals working on a volunteer basis.

In the event of a lawsuit, the supervisor will be the responsible party.
The individual will not be entitled to any University benefits nor WSIB coverage.

☐ written description of the specific duties of the volunteer

☐ information that the individual has the qualifications to do the work

☐ time length of the arrangement

☐ in the absence of the supervisor _____________________ will take full responsibility

☐ individual has access to safety information on the work they will be doing

☐ individual has access to all health and safety policies

☐ safety training provided or documented
  ☐ Fire
  ☐ WHMIS
  ☐ Biohazard
  ☐ Radioisotope
  ☐ Animal handling
  ☐ Lab specific

☐ access to policy on intellectual property and copyright

☐ waivers signed

Name of supervisor ________________________________

Signature ________________________________

Name of volunteer ________________________________

Signature ________________________________

Duration of volunteer placement ________________________________