

Name:	Commencement date:		
Role:	Department:		

	Reference	Volunteer	Completed
Forms			
Volunteer Application Form		✓	
Position Description		✓	
Safety Visitor Induction	QS-046	✓	
Behavior's & Competencies	HR-046	✓	
Criminal Record Check Application		✓	
Working with Children Check		✓	
Stat Dec in lieu of WWC/Police Check		✓	
Mission and Values		✓	
Base Layout, office, kitchen, toilets etc.		✓	
Guidelines for CareFlight Bear mascots	CE-002	✓	
Photo/Image Release & Waiver Form	QS-609	✓	
Policies			
Cash Handling/Events & Base Visits	FR-044	✓	
Collection Tin Policy	CE-023	✓	
Volunteer Policy	CE-004	✓	
Code of Conduct	HR-009	✓	
OH&S Statement of Commitment	QS-017	✓	
Bullying, Harassment & Discrimination	HR-037	✓	
Social Media Policy	PA-003	✓	
Other key policies			
Emergency Response Plan	EX-005	Awareness	
Incident & Hazard reporting	QS-606	Awareness	
Northern Operations Cyclone Plan	NT-002	Awareness	
Media Policy	CE-021	Awareness	
Mobile phone	IT-006	Awareness	
Quality Manual	QS-001	Awareness	
Risk Management Manual	QS-004	Awareness	
Safety Management System	QS-049	Awareness	
Uniform Policy	HR-003	Awareness	

I confirm I have completed, received or have been made aware of the information listed above.

Signature:

Dated: