



Forêt Capitale Forest

Volunteer Code of Conduct

April 2025

Forêt Capitale Forest (FCF) is committed to fostering a respectful, safe, and inclusive environment for all volunteers, staff, and community members. By participating in our volunteer program, you agree to uphold the following Code of Conduct to ensure a positive and effective experience for everyone involved.

1. Respect for People and the Environment

- Treat all individuals with kindness, respect, and consideration, regardless of background, abilities, or beliefs.
- Refrain from discrimination, harassment, or any behavior that creates a hostile environment.
- Respect the natural spaces in which we work by following best practices for environmental conservation and sustainability.

2. Safety First

- Follow all safety guidelines provided by FCF staff and designated team leaders.
- Report any injuries, hazards, or unsafe conditions immediately to a FCF staff member on site. FCF staff will follow the procedures in compliance with the Ontario Health and Safety Act and Regulations.
- Refrain from any reckless behavior that could endanger yourself or others.

3. Responsible Conduct

- Be reliable and punctual for scheduled volunteer shifts. If you cannot attend, notify your team leader in advance.
- Follow instructions and work collaboratively with other volunteers and staff.
- Do not make unauthorized changes to FCF planting sites (trees already planted or planting plans for a new site), landscaping, or infrastructure.
- Avoid disruptive behavior, including excessive use of personal devices, during volunteer activities.

4. Ethical and Lawful Behavior

- Respect the confidentiality of any sensitive information you may encounter while volunteering.
- Do not engage in theft, vandalism, or any illegal activity while representing FCF.
- Abstain from using drugs or alcohol while participating in FCF activities.

5. Communication and Conflict Resolution

- Maintain open, respectful communication with fellow volunteers and staff.
- If a conflict arises, address it respectfully and seek guidance from an FCF staff member if needed.
- Provide constructive feedback and be open to receiving it in return.

6. Representation of Forêt Capitale Forest

- Volunteers are ambassadors of FCF and should represent the organization positively.
- FCF staff or Board members are the only authorized individuals to make a public statement or have media interactions regarding FCF's.

Acknowledgment and Agreement

By signing below, I acknowledge that I have read and understood the Forêt Capitale Forest Volunteer Code of Conduct. I agree to abide by these guidelines and understand that failure to do so may result in dismissal from the Forest Stewardship Service or any other FCF volunteer program.

Name: _____

Signature: _____

Date: _____