



Thank you for offering your services to be a volunteer at Fine Music Sydney. We are a community radio station where volunteers form an essential part of our operations.

References to "Fine Music Sydney" below are to Music Broadcasting Society of New South Wales Co-operative Limited

## FINE MUSIC SYDNEY VOLUNTEER AGREEMENT – PART 1

I understand that as a volunteer of Fine Music Sydney, I agree to:

1. Abide by the principles set out in the Volunteer Rights and Obligations in the Fine Music Sydney Policies and Procedures Manual.
2. Abide by the Code of Conduct and other policies and procedures set out in the Fine Music Sydney Policies and Procedures Manual.
3. Abide by the decisions and guidelines of the MBS Board and committees relating to the operation of the Station.
4. Attend Volunteer Training sessions where applicable.
5. Become a member of the Music Broadcasting Society of NSW Co-operative Limited
6. Treat all information and records relating to the Station as confidential.
7. Make a positive contribution to the organisation with no expectation of remuneration, reward or paid employment.
8. Respect the rights and dignity of others (volunteers, paid staff and clients) at all times and to act in a friendly and courteous manner.
9. Undertake tasks, duties and responsibilities in a professional manner.
10. Ensure that any work produced as a Fine Music Sydney Volunteer will be the property of Fine Music Sydney, by signing the Intellectual Property Agreement overleaf.

I also understand that:

- a) there is on-going supervision and appraisal of voluntary activity and that there will regular reviews of my volunteer status.
- b) continuation as a volunteer will depend on satisfactory performance in the role.

Name: Dr/Mr./Mrs./Ms/Miss/Prof .....

Address:.....

.....Postcode:.....Email address.....

Telephone: (work) .....(home) ..... (mobile) .....

I understand and agree to the above conditions: .....

Signature

Date

In Case of Emergency: Please supply the Name and Telephone number of a relative or friend who we can contact in an Emergency only.

Name: .....Relationship: .....

Telephone: (work) .....(home) ..... (mobile).....

Special medical conditions: It is a requirement under the Fine Music Sydney 4.8 Incidents and Accidents Policy that all workers, including volunteers, provide information about any pre-existing medical conditions, including any first aid needs that may require specific treatment in a medical emergency. Please identify any such medical conditions you have, including any first aid needs (e.g. diabetes, severe allergy, pacemaker).

Do you consent to this information being given to the First Aid Officer? YES / NO

NOTE: (We would be appreciate it if you can provide your date of birth for insurance purposes.)

Date of Birth: .....

**Return this form to: Volunteer Coordinator, Fine Music Sydney, 72-76 Chandos St., St. Leonards 2065**

Any personal information provided by you will be kept confidential to the Music Broadcasting Society of NSW and will not be disclosed to any outside person or organisation without your prior permission, except as required by law.



## FINE MUSIC SYDNEY VOLUNTEER AGREEMENT – PART 2

### INTELLECTUAL PROPERTY AGREEMENT

Further to Item 10 in Part 1, you agree to:

1. Ensure that any work produced as a Fine Music Sydney Volunteer will be the property of Fine Music Sydney including all work and material which you create, develop, produce, write, compose, draw design or otherwise make (whether alone or not):
  - (a) within the scope of your work for, or otherwise in the course of your engagement as a volunteer for Fine Music Sydney (regardless of whether made during business hours, at Fine Music Sydney premises or using Fine Music Sydney resources); or
  - (b) using the resources, intellectual property rights or confidential information of Fine Music Sydney; or
  - (c) at the request of Fine Music Sydney,(referred to below as "Work Material). For the avoidance of doubt, Work Material does not include any material created by you independently of your volunteer role with Fine Music Sydney, only work and material that falls into the description above.

2. Given this, you assign all your present and future intellectual property rights in all Work Material to Fine Music Sydney. All future intellectual property rights in Work Material will vest on creation in Fine Music Sydney. When reasonably requested by Fine Music Sydney, you agree to execute documents and take actions required to give effect to this assignment of intellectual property rights.

3. You may have rights protecting your personal relations to the Work Material under applicable copyright laws. These are sometimes referred to as moral rights.

To enable Fine Music to utilise all Work Materials freely and without restriction, you consent to any acts or omissions of Fine Music Sydney in relation to the Work Material which would otherwise infringe your moral rights and, to the extent permitted by law, waive all of your moral rights in the Work Material. (This includes the right of integrity of authorship including the right not to have a work subjected to derogatory treatment, the right of attribution of authorship and the right not to have authorship falsely attributed.)

This consent and waiver is given for the benefit of Fine Music Sydney and its licensees, successors in title and anyone authorised by Fine Music Sydney to do acts comprised in the copyright. When further consent and waiver is required, you agree to give a written consent and waiver at any time at Fine Music Sydney's request.

.....

Name

Signature

Date

**Return this form to: Volunteer Coordinator, Fine Music Sydney, 72-76 Chandos St., St. Leonards 2065**