

CITY OF REDDING, CALIFORNIA

Council Policy

SUBJECT	Resolution Number	Policy Number	Effective Date	Page
RISK MANAGEMENT GUIDELINES FOR VOLUNTEER PROJECTS AND SERVICES	97-008	212	01-07-97	1

Background

On March 18, 1993, the City Council adopted its Policy No. 209 encouraging volunteerism and establishing a City-wide program for their recruitment and training. Since the inception of that policy, various organizations and individuals have expressed an interest in sponsoring projects or performing services.

Purpose

This policy is intended to establish guidelines for the management of risks inherent in volunteer projects and services. It is also intended to keep the City Council informed of serious liability issues that may be associated with specific projects and services.

Policy

The City Council adopted its Policy No. 203 relating to risk management on December 15, 1986. It places the safety of City personnel and the public as its highest priority. Volunteer projects and services undertaken by the public on behalf of the City are necessarily included within the scope of that policy.

It is, therefore, the policy of the City Council that all projects and services performed by organizations or individuals on a volunteer basis shall be planned and implemented with the safety of participants and the general public in mind. City authorization of such projects and services shall be based, in part, on:

1. A satisfactory showing to the City by the organization or individual(s) that an effort has been made and will be maintained to identify, evaluate, and control worksite hazards, and the organization has proven to the City that the work can be done adequately, safely, and without undue exposure to the participants.
2. An agreement signed by all volunteers releasing the City from any and all claims for damages which they may suffer for personal injury, death, or property damage which may accrue as a result of their participation in the project or service, and an acknowledgment that as volunteers they are not covered by the City for workers' compensation purposes.

When, in the judgement of City staff, the risk potential of the project or service warrants, liability insurance may be required of the organization or individual(s). In those cases, the City shall pay the additional premium required to add the City of Redding, its elected officers, officials, employees, agents, and volunteers to the existing policy of the organization or individual(s). In the event no liability insurance is available from the organization or individual(s), the City Manager's approval of the project or services will be solicited by staff before approval is granted for the project or service to commence.

If insurance is required by the City, the organization or individual(s) shall also sign an agreement indemnifying and holding harmless the City of Redding, its elected officers, officials, employees, agents and volunteers from all liability and claims for damages arising out of the project or services.