

Responsibility of Successful Applicants – Terms of Use

By receiving a VSPN through the *Volunteer Screening Program*, your organization agrees to the following Terms of Use. *Failure to observe the Terms of Use may result in actions being taken, which could include: suspension from the Volunteer Screening Program or revocation of the VSPN and de-listing from the program.*

1. The VSPN **shall not** under any circumstances be distributed to or shared with other organizations or made publicly available on agency websites. This number should only be shared internally or with volunteers who will be working in approved roles.
2. The VSPN shall be used only when obtaining vulnerable sector checks for individuals who will be volunteering for your organization approved positions (listed on the letter).
3. The VSPN shall not be used to obtain vulnerable sector checks for any unapproved or additional volunteer positions not submitted or listed on your acceptance letter.
4. If your organization has additional volunteer positions that it wishes to associate with the VSPN, your organization **must submit** a request to Volunteer Alberta for approval³.
5. Any changes to approved Volunteer Positions or information that was provided in your organization's application must be reported to Volunteer Alberta in writing **immediately**. This includes changes to the scope or descriptions of any or all of the eligible Volunteer Positions listed above.
6. Any changes to organization or employee contact information must be reported to Volunteer Alberta **immediately**. Volunteer Alberta is not responsible for disruption to services or conflicts that may arise from organizations who fail to update their contact information and/or opt-out of receiving email updates for program communications
7. In the event of a dispute or concern regarding use of the VSPN, your organization agrees to cooperate with Volunteer Alberta in investigating, addressing, and resolving the issue, including providing Volunteer Alberta with all relevant information.
8. Any additional Terms of Use or amendments to existing Terms of Use, which may be stipulated from time to time by Volunteer Alberta, will be provided by Volunteer Alberta via electronic mail. Your organization accepts this form of notice to be good and sufficient, and agrees to be bound by any additional or amended Terms of Use that are so stipulated.
9. The use of the *Volunteer Screening Program* is at your organization's sole risk. In no event shall Volunteer Alberta be liable for any direct, indirect, incidental, special, punitive or consequential damages; including without limitation, damages for loss of profits, use, data or other intangible losses, resulting or arising from:
 - a. The use or inability to use the *Volunteer Screening Program* and/or access funding;
 - b. The conduct, procedures, completion or timeliness of police agencies regarding police information checks; or generally, any other matter relating to the *Volunteer Screening Program*.
10. Volunteer Alberta, as Administrator of the *Volunteer Screening Program*, may cancel the VSPN provided to your organization at any time, for any reason.

³ This program is contingent on funding from the Government of Alberta.