

# Albany County Historical Association



## Friends of the Ten Broeck Landscape: Safety Agreement

This agreement **must be signed and returned** to ACHA staff prior to beginning volunteer work, and renewed each year.

1. I agree and understand safety comes first. In case of emergency, I will call 911. Once I am in a safe location, I will inform ACHA Staff of any issues I have encountered.
2. I will not run or engage in other activities to compromise my or others' safety.
3. I will take care for uneven surfaces and look carefully before stepping into areas of high grass.
4. I will adopt a section that is safe for me to work in. I will contact ACHA staff to ask for a new location if needed.
5. I will wear appropriate work gloves (provided in kit), long pants on slopes, and appropriate footwear as specified. I will face oncoming traffic and stay well away from traffic and pavement.
6. I will use heavy-weight gloves for picking up: metal, wire, glass. **I will use good judgement when picking up items that are potentially hazardous**, such as pieces of sharp glass or mirrors, hazardous items, or needles.
7. I understand children ages 8-16 and up must be supervised at all times by an adult or guardian. I understand no work on slopes or along roads for children ages 8-16. I agree to supervise any children I may bring with me. Students ages 16-18 may work independently, but need to have the written permission of a parent or guardian – see below.
8. I will follow work hour parameters, and bring another person in the evening or Sundays.
9. I will notify ACHA staff immediately of any issues. Office number: 518-436-9826 or email [info@tenbroeckmansion.org](mailto:info@tenbroeckmansion.org) (email monitored after hours).
10. I will represent the ACHA in a positive and respectful manner to our community. I will engage with ACHA staff, volunteers, and Board members in a respectful manner while engaged as a volunteer Friend of the Ten Broeck Landscape. I will communicate issues or concerns to ACHA staff promptly, and not post inappropriate images or comments about the ACHA, our neighbors, or community on social media.

I have read and understand the above safety agreement as a Friend of the Ten Broeck Landscape. In consideration of my participation as a volunteer, I hereby agree to indemnify, release, and hold harmless the Albany County Historical Association, its officers, trustees, employees, and agents from any liability for any loss, expenses, or damage to me or any of my property that may occur as a result of my participation as volunteer. I agree to follow these and any other safety requirements or requests made by ACHA staff. I further understand that my position as a volunteer may be ended by the ACHA at any time for any reason.

Volunteer's Name (please print): \_\_\_\_\_

Volunteer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_

Emergency Contact Phone: (     ) \_\_\_\_\_ 2<sup>nd</sup> Emergency Contact Phone (optional) (     ) \_\_\_\_\_

\_\_\_\_\_ I agree to allow my photo to be used by the ACHA for promotion of volunteering and the ACHA's activities (*optional*).

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For Volunteers under 18 – Signature of Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Name (please print): \_\_\_\_\_