



*Homeless Animal Rescue Team
of Maine*

Code of Conduct for Volunteers

- Support the mission, goals, and efforts of HART with a positive, cooperative attitude.
- Bring your best skills and abilities to your volunteer work.
- Exercise caution and common sense when dealing with shelter animals.
- Treat all animals with kindness and respect.
- Treat others as you wish to be treated.
- Promote goodwill by handling contacts with shelter staff/volunteers, and visitors, in a spirit of respect, courtesy and cooperation.
- Correct, when possible, misleading or inaccurate information and representations made by others concerning HART policies, practices, and procedures.
- Maintain confidentiality of all information received while at the shelter, written or verbal, pertaining to animals or people.
- Observe all safety and security rules in the performance of volunteer job duties.
- Avoid engaging in any conduct that could be perceived as a conflict of interest.
- Engaging in the following conduct could result in dismissal from HART as a volunteer:
 - Uncooperativeness with other volunteers, shelter management, or the Board of Directors.
 - Theft of HART property or funds.
 - Negligent or intentional destruction of HART property.
 - Violation of any safety rules or endangering the health or safety of any person or shelter animal.
 - Participation as a shelter volunteer while under the influence of alcoholic beverages or illegal drugs.
 - Harassment, intimidation, discourtesy, abusive language or behavior to fellow volunteers or the public will not be tolerated under any circumstances.

HART's mission is to provide refuge, comfort, and medical attention to cats and kittens that have been surrendered, abandoned, injured, or abused, and to place them in loving, carefully-chosen homes.



Adopted January 20, 2009